



## CITY OF INDIANOLA COUNCIL MEETING

October 17, 2016

7:00 p.m.

City Council Chambers

Agenda

1. Call to order
2. Pledge of allegiance
3. Roll call
4. Public Comment
5. Consent
  - A. Approval of agenda
  - B. October 3, 2016 Minutes
  - C. Applications
    1. A new cigarette permit for Indianola Vapor, LLC dba Route 69 Vapor - 106 N. Howard
    2. A renewal Class "C" Liquor License and Sunday Sales Privilege for Hy Vee Market Cafe - 910 N. Jefferson
    3. A renewal Class "C" Liquor License and Sunday Sales Privilege for MoJo's - 206 N. Howard
  - D. Resolution setting November 7, 2016 as a public hearing and first consideration of a request from Bob Bash and Michael Patterson to purchase the South 1/2 half of the North/South alley lying between Lot 3 and Lot 4, Block 5 Berry's Addition, Indianola, Iowa (P&Z approved unanimously October 11, 2016)
  - E. Resolution approving professional services agreement with Mark Putney Enterprises for 2016-2017 snow removal at 306 E. Scenic Valley Drive (YMCA).
  - F. Resolution authorizing the certificate of liens to the Warren County Treasurer for purposes of assessing the cost of the nuisance abatement against property (mowing of property)
  - G. Street usage request from Indianola Christian Union Church for the annual Hillbilly Hike Half Marathon and 10K Race - November 5, 2016 starting at 7:00 a.m. - race will start at the Indianola High School then to 9th Street, then to the McVay Trail

- H.** Street closure request from the Indianola Chamber of Commerce - Holiday Extravaganza and Lighted Parade - December 2, 2016 from 4:00 p.m. - 9:00 p.m. - request is to close the entire square and one block east on Ashland and Salem, one block south on Howard, one block west on Salem and one block north on Buxton
  - I.** Claims on the computer printout for October 17, 2016 and the September 2016 receipts
- 6.** City Treasurer's Report for August 2016 - Doug Shull
- 7.** Simpson College Prairie Restoration Presentation
- 8.** Council Reports
  - A.** Update and request from the Chamber of Commerce
- 9.** Mayor's Report - Kelly B. Shaw
  - A.** Community Update
- 10.** Public Consideration
  - A.** Old Business
    - 1.** Public hearing on an application for a prior approval of an industrial tax abatement at 1820 N. 7th Street, Indianola, Iowa
  - B.** New Business
    - 1.** Consideration of the following sewer refund requests:
      - a.** Mr. and Mrs. VanderLinden - 708 Sunset Drive
      - b.** Tri-Delta Sorority - 705 N. "C" Street
    - 2.** Request from Buyers Realty for assistance in demolition of a building located at 1100 N. Jefferson
    - 3.** Resolution authorizing the purchase of a 2017 F350 service truck for the Indianola Street Department
    - 4.** Resolution approving a professional services agreement with Snyder & Associates for Municipal Engineering Services
    - 5.** Resolution approving firefighter and law enforcement reimbursement agreements
    - 6.** Resolution authorizing an agreement with Kabel Business Services of West Des Moines, Iowa for FSA (Flexible Spending Account) Services
    - 7.** Resolution approving salaries
- 11.** Other Business



**A.** Motion to go into closed Session in accordance with Iowa Code Section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation

**12.** Adjourn

Meeting Date: 10/17/2016

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Information

Subject

October 3, 2016 Minutes

Information

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Fiscal Impact

Attachments

Minutes

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## REGULAR SESSION – OCTOBER 3, 2016

The City Council met in regular session at 6:00 p.m. on October 3, 2016. Mayor Kelly B. Shaw called the meeting to order and on roll call the following members were present: Joe Gezel, John Parker, Pam Pepper, Brad Ross and Greta Southall. Absent: Shirley Clark.

Wayne Baker, 1105 W. Clinton, spoke regarding water that is running from his neighbors sump pump into his back yard. Council member Gezel has spoken to the neighbor and to Mr. Baker regarding the issue. Council member Gezel will speak to Mr. Baker's neighbor again to see if the sump pump line could be moved so the water will not drain into Mr. Baker's back yard.

Council member Clark arrived at the meeting.

The consent agenda consisting of the following was approved on a motion by Ross and seconded by Parker. Question was called for and upon the council member votes, the Mayor declared the motion carried unanimously.

Approval of agenda

September 19, 2016 Minutes

### Applications

- A renewal Class "B" Beer Permit for Pete's Pizza - 118 N. Howard
- A renewal Class "C" Beer Permit and Sunday Sales Privilege for Casey's – 607 N. Jefferson
- A renewal refuse hauling permit for Wiegert Disposal, Inc.
- A new cigarette permit for Taste The Vape, LLC dba Route 69 Vapor - 106 N. Howard

Resolution No. 2016-95 setting October 17, 2016 as a public hearing for an application of a prior approval of an industrial tax abatement at 1820 N. 7<sup>th</sup> Street (the complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2016-96 waiving brush facility fees for community service performed by Indianola Community Church (the complete resolution may be viewed at the City Clerk's Office)

### Prior approval applications for urban revitalization designation

Giovanti Homes, LLC – 1010 S. "Y" Street – SFD – \$192,000  
Doug & Lisa Snodgrass – 1406 Country Club Road – SFD - \$118,500  
Covenant Construction Services – 1003 E. Madison – SFD - \$220,000

### Final approval applications for urban revitalization designation

Sundance Inc. – 1303 N. Jefferson – SFD – \$650,000

Claims on the computer printout for October 3, 2016

Mayor Shaw proclaimed October 9-15, 2016 as Fire Prevention Week.

Mayor Shaw recognized Mary Zimmerman, Cashier-City Clerk's Office, for her outstanding customer service.

A public hearing was held for a sign exemption request from Katie Ohnemus, Mishmash at 113 E.

Salem Avenue, Suite 101. It was moved by Clark and seconded by Ross to approve the sign exemption which will allow a projection sign with an eight foot clearance to the sidewalk – code requires 10 feet. Question was called for and on voice vote the vote was, AYES: Pepper, Gezel, Southall, Ross and Clark. NAYS: None. ABSTAINED: Parker. Whereupon the Mayor declared the motion carried.

Jeff Lucas, Recreation Director, spoke regarding the repairs to the shallow pool at the Indianola Veteran's Memorial Aquatic Center. The following resolution entitled, "RESOLUTION AUTHORIZING EMERGENCY REPAIRS FOR INDIANOLA VETERAN'S MEMORIAL AQUATIC CENTER SHALLOW POOL RECONSTRUCTION" was approved on a motion by Pepper and seconded by Parker. On roll call the vote was, AYES: Gezel, Southall, Parker, Ross, Clark and Pepper. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2016-97  
RESOLUTION AUTHORIZING EMERGENCY REPAIRS FOR INDIANOLA VETERAN'S  
MEMORIAL AQUATIC CENTER SHALLOW POOL RECONSTRUCTION

(The complete resolution may be viewed at the City Clerk's Office)

Fire Chief Greg Chia spoke regarding the purchase of fire trucks for the fire department and stated that bids were received for each individual unit. Council member Clark introduced the following resolution entitled "RESOLUTION AUTHORIZING THE PURCHASE OF A 2017 FORD F550 4X4 QUICK ATTACK FIRE TRUCK, 2016 OR NEWER ROSENBAUER FIRE TRUCK, A 2017 FORD F350 4X4 BRUSH FIRE TRUCK AND A PACE JOURNEY TRAILER IN A TOTAL AMOUNT OF \$742,636." Council member Pepper seconded the motion to adopt. On roll call the vote was, AYES: Pepper, Gezel, Southall, Parker, Ross and Clark. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2016-98  
RESOLUTION AUTHORIZING THE PURCHASE OF A 2017 FORD F550 4X4 QUICK ATTACK  
FIRE TRUCK, 2016 OR NEWER ROSENBAUER FIRE TRUCK, A 2017 FORD F350 4X4 BRUSH  
FIRE TRUCK AND A PACE JOURNEY TRAILER IN A TOTAL AMOUNT OF \$742,636

(The complete resolution may be viewed at the City Clerk's Office)

Timothy Mitchell, 2103 W. 4<sup>th</sup> #6, spoke to the Mayor and Council to allow Uber in the City of Indianola. It was the consensus of the Mayor and Council to direct staff to review our ordinances and to bring this item back to a future council meeting.

City Manager Ryan Waller presented the updated wellness program.

A motion was made by Parker to adopt the following resolution entitled, "RESOLUTION AUTHORIZING REPAYMENT OF INTERNAL LOAN MADE TO FUND URBAN RENEWAL PROJECT COSTS" Southall seconded the motion to adopt. On roll call the vote was, AYES: Ross, Clark, Pepper, Gezel, Southall and Parker. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2016-99  
RESOLUTION AUTHORIZING REPAYMENT OF INTERNAL LOAN MADE TO FUND URBAN  
RENEWAL PROJECT COSTS

(The complete resolution may be viewed at the City Clerk's Office)

Council member Pepper moved and Clark seconded to approve the following resolution entitled, "RESOLUTION APPROVING SALARIES". On roll call the vote was, AYES: Gezel, Southall, Parker, Ross, Clark and Pepper. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2016-100 APPROVING SALARIES

(The complete resolution may be viewed at the City Clerk's Office)

Meeting adjourned at 6:55 p.m. on a motion by Clark and seconded by Parker.

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Kelly B. Shaw, Mayor

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Diana Bowlin, City Clerk

**Meeting Date:** 10/17/2016

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**Information**

**Subject**

A new cigarette permit for Indianola Vapor, LLC dba Route 69 Vapor - 106 N. Howard

**Information**

This is a new cigarette/tobacco/nicotine/vapor permit for Indianola Vapor, LLC dba Route 69 Vapor at 106 N. Howard. At the meeting on October 3, 2016, City Council approved a permit for Taste The Vape, LLC/dba Route 69 Vapor at 106 N. Howard Street. They have since changed the trade name to Indianola Vapor, LLC and the permit needs to be re-approved with the new name. The owner is Jason Glenn. All the paperwork is in order for approval.

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**Fiscal Impact**

**Attachments**

Permit

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**SEE INSTRUCTIONS ON THE REVERSE SIDE**

For period (MM/DD/YYYY) 10 / 18 / 2016 through June 30, 2016

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

**Business Information:**

Trade Name/DBA: Indianola Vapor, LLC. / DBA: Route 69 Vapor

Physical Location Address: 106 N. Howard Street City: Indianola ZIP: 50125

Mailing Address: 5914 SE 14th Street City: Des Moines State: IA ZIP: 50320

Business Phone Number: ( 515 ) 777-1205

**Legal Ownership Information:**

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☐ LLC ☒ LLP ☐

Name of sole proprietor, partnership, corporation, LLC, or LLP: Jason Glenn

Mailing Address: 1012 N. First City: Indianola State: IA ZIP: 50125

Phone Number: ( 515 ) 556-6955 Fax Number: (      )      Email: tastethevapellc@gmail.com

**Retail Information:**

Types of Sales: Over-the-counter ☒ Vending machine ☐

Types of Products Sold: (Check all that apply)

Cigarettes ☐ Tobacco ☐ Alternative Nicotine Products ☐ Vapor Products ☒

**Type of Establishment: (Select the option that best describes the establishment)**

Alternative nicotine/vapor store ☒ Bar ☐ Convenience store/gas station ☐ Drug store ☐  
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐

Has vending machine that assembles cigarettes ☐ Other ☐     

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

**SIGNATURE OF OWNER(S), PARTNER(S), OR CORPORATE OFFICIAL(S)**

Name (please print): Jason Glenn Name (please print):     

Signature:  Signature:     

Date: 10/06/2016 Date:     

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

**FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE**

- Fill in the amount paid for the permit:
- Fill in the date the permit was approved by the council or board:
- Fill in the permit number issued by the city/county:
- Fill in the name of the city or county issuing the permit:

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: [iapledge@iowaabd.com](mailto:iapledge@iowaabd.com)
- Fax: 515-281-7375

**Meeting Date:** 10/17/2016

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**Information**

**Subject**

A renewal Class "C" Liquor License and Sunday Sales Privilege for Hy Vee Market Cafe - 910 N. Jefferson

**Information**

This is a renewal of Hy Vee Market Cafe liquor license located at 910 N. Jefferson. All the paperwork is in order and staff has approved. Owners include: Randy Edeker, Michael Jurgens, Michael Skokan and Jeffrey Pierce.

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**Fiscal Impact**

**Attachments**

Hy Vee Market Cafe Permit

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September 26, 2016

NAME OF APPLICANT: Hy Vee Market Café – 910 N. Jefferson

TYPE OF LICENSE/PERMIT: Class “C” Liquor and Sunday Sales Privilege

	<u>Approve</u>	<u>Disapprove*</u>
Police Chief	<u>✓</u>	<u>          </u>
Fire Chief	<u>✓</u>	<u>          </u>
B&Z Official	<u>✓</u>	<u>          </u>
Sign Compliance	<u>✓</u>	<u>          </u>

\*Reasons for disapproval

**Applicant License Application ( LC0041318 )**

<b>Name of Applicant:</b> <u>Hy-Vee, Inc.</u>		
<b>Name of Business (DBA):</b> <u>Hy-Vee Market Cafe</u>		
<b>Address of Premises:</b> <u>910 N Jefferson</u>		
<b>City</b> <u>Indianola</u>	<b>County:</b> <u>Warren</u>	<b>Zip:</b> <u>50125</u>
<b>Business</b>	<u>(515) 961-5329</u>	
<b>Mailing</b>	<u>5820 Westown Pkwy</u>	
<b>City</b> <u>West Des Moines</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50266</u>

**Contact Person**

<b>Name</b> <u>Denae Elgin</u>	
<b>Phone:</b> <u>(515) 267-2874</u>	<b>Email</b> <u>delgin@hy-vee.com</u>

**Classification** Class C Liquor License (LC) (Commercial)

**Term:** 12 months

**Effective Date:** 12/01/2016

**Expiration Date:** 11/30/2017

**Privileges:**

Catering Privilege

Class C Liquor License (LC) (Commercial)

Sunday Sales

**Status of Business**

<b>BusinessType:</b> <u>Privately Held Corporation</u>	
<b>Corporate ID Number:</b> <u>[REDACTED]</u>	<b>Federal Employer ID</b> <u>[REDACTED]</u>

**Ownership**

**Randy Edeker**

<b>First Name:</b> <u>Randy</u>	<b>Last Name:</b> <u>Edeker</u>	
<b>City:</b> <u>Urbandale</u>	<b>State:</b> <u>Iowa</u>	<b>Zip:</b> <u>50322</u>
<b>Position:</b> <u>CEO, President</u>		
<b>% of Ownership:</b> <u>0.00%</u>	<b>U.S. Citizen:</b> <u>Yes</u>	

**Michael Jurgens**

<b>First Name:</b> <u>Michael</u>	<b>Last Name:</b> <u>Jurgens</u>	
<b>City:</b> <u>Des Moines</u>	<b>State:</b> <u>Iowa</u>	<b>Zip:</b> <u>50312</u>
<b>Position:</b> <u>Vice President, Secretary</u>		
<b>% of Ownership:</b> <u>0.00%</u>	<b>U.S. Citizen:</b> <u>Yes</u>	

**Michael Skokan**

<b>First Name:</b> <u>Michael</u>	<b>Last Name:</b> <u>Skokan</u>	
<b>City:</b> <u>Waukee</u>	<b>State:</b> <u>Iowa</u>	<b>Zip:</b> <u>50263</u>

Position: CFO, Treasurer

% of Ownership: 0.00%

U.S. Citizen: Yes

Jeffrey Pierce

First Name: Jeffrey

Last Name: Pierce

City: Waukee

State: Iowa

Zip: 50263

Position: Ass't Treasurer, Financial

% of Ownership: 0.00%

U.S. Citizen: Yes

#### Insurance Company Information

Insurance Company: DAKOTA FIRE INSURANCE COMPANY

Policy Effective Date:

Policy Expiration

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

**Meeting Date:** 10/17/2016

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**Information**

**Subject**

A renewal Class "C" Liquor License and Sunday Sales Privilege for MoJo's - 206 N. Howard

**Information**

This is a renewal of MoJo's liquor license located at 206 N. Howard. All the paperwork is in order and staff has approved. Daniel Brown and Clint Brightman are the owners.

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**Fiscal Impact**

**Attachments**

MoJo's Permit

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September 26, 2016

NAME OF APPLICANT: MoJo's – 206 N. Howard

TYPE OF LICENSE/PERMIT: Class "C" Liquor and Sunday Sales Privilege

	<u>Approve</u>	<u>Disapprove*</u>
Police Chief	<u>✓</u>	<u>          </u>
Fire Chief	<u>✓</u>	<u>          </u>
B&Z Official	<u>✓</u>	<u>          </u>
Sign Compliance	<u>✓</u>	<u>          </u>

\*Reasons for disapproval

**Applicant License Application ( LC0040440 )**

<b>Name of Applicant:</b> <u>Brightman/Brown Enterprises LLC</u>		
<b>Name of Business (DBA):</b> <u>Mojo's</u>		
<b>Address of Premises:</b> <u>206 North Howard ST</u>		
<b>City</b> <u>Indianola</u>	<b>County:</b> <u>Warren</u>	<b>Zip:</b> <u>50125</u>
<b>Business</b>	<u>(515) 961-0081</u>	
<b>Mailing</b>	<u>206 North Howard ST</u>	
<b>City</b> <u>Indianola</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50125</u>

**Contact Person**

<b>Name</b>	<u>Dan Brown</u>		
<b>Phone:</b>	<u>(515) 244-0822</u>	<b>Email</b>	<u>Dbrown70@q.com</u>

**Classification** Class C Liquor License (LC) (Commercial)

**Term:** 12 months

**Effective Date:** 11/05/2016

**Expiration Date:** 11/04/2017

**Privileges:**

Class C Liquor License (LC) (Commercial)

Sunday Sales

**Status of Business**

<b>BusinessType:</b>	<u>Limited Liability Company</u>		
<b>Corporate ID Number:</b>	<u>[REDACTED]</u>	<b>Federal Employer ID</b>	<u>[REDACTED]</u>

**Ownership**

**Daniel Brown**

<b>First Name:</b>	<u>Daniel</u>	<b>Last Name:</b>	<u>Brown</u>	
<b>City:</b>	<u>Des Moines</u>	<b>State:</b>	<u>Iowa</u>	<b>Zip:</b> <u>50315</u>
<b>Position:</b>	<u>member</u>			
<b>% of Ownership:</b>	<u>50.00%</u>	<b>U.S. Citizen:</b>	<u>Yes</u>	

**Clint Brightman**

<b>First Name:</b>	<u>Clint</u>	<b>Last Name:</b>	<u>Brightman</u>	
<b>City:</b>	<u>Indianola</u>	<b>State:</b>	<u>Iowa</u>	<b>Zip:</b> <u>50125</u>
<b>Position:</b>	<u>member</u>			
<b>% of Ownership:</b>	<u>50.00%</u>	<b>U.S. Citizen:</b>	<u>Yes</u>	

**Insurance Company Information**

<b>Insurance Company:</b>	<u>Society Insurance</u>
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**Meeting Date:** 10/17/2016

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**Information**

**Subject**

Resolution setting November 7, 2016 as a public hearing and first consideration of a request from Bob Bash and Michael Patterson to purchase the South 1/2 half of the North/South alley lying between Lot 3 and Lot 4, Block 5 Berry's Addition, Indianola, Iowa (P&Z approved unanimously October 11, 2016)

**Information**

Enclosed are the agreements to purchase, notice of closing and a map indicating the location of the alley requested to be purchased. Council policy requires those property owners that own land adjacent to the alley to agree to purchase and the remaining property owners within the same block to be notified of the request to purchase.

The process for purchasing an alley is as follows:

- The property owner making the request completes an application listing the adjacent land owners and all other property owners within the same block.
- The request to purchase is sent to all affected department heads for their review and comment.
- Notification of the alley purchase is sent to all property owners within the block.
- Planning and Zoning makes a recommendation to Council.
- City Council sets and holds a public hearing prior to purchase.

Alleys such as these that do not carry traffic, are grassed over and serve no public purpose are the type the city wishes to sell. All the paperwork is complete and notifications have been mailed. Chuck Burgin, Community Development Director, recommended the request be approved subject to retaining easement rights and P&Z approved unanimously.

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**Fiscal Impact**

**Attachments**

PZ Minutes

PZ Memo

Alley Information

Resolution

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INDIANOLA PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
OCTOBER 11, 2016  
6:00 P.M.

The meeting was called to order by Chairperson Doug Opie and on roll call the following members were present:

Joe Butler  
Tiffany Coleman  
Al Farris  
Ron Fridley  
Cindy Johnson  
Doug Opie  
Bob Ormsby  
Josh Rabe  
Misty Soldwisch

Also present: Jon Roen, Bob Bash, Stacey Crow, Ryan Crow, Mindi Robinson and Chuck Burgin.

The minutes of the September 13, 2016 meeting were approved on a motion made by Coleman and seconded by Butler. Question was called for and on voice vote Chairperson Opie declared the motion carried unanimously.

**Consider request from Bob Bash and Michael Patterson to purchase the South ½ half of the North/South alley lying between Lot 3 and Lot 4, Block 5, Berry's Addition, Indianola, Iowa.**

Chuck reviewed the request with the Commission stating the notification to adjacent property owners and department supervisors had been issued and there were no objections.

Motion was made by Farris and seconded by Rabe to approve the request from Bob Bash and Michael Patterson to purchase the South ½ half of the North/South alley lying between Lot 3 and Lot 4, Block 5, Berry's Addition, Indianola, Iowa, with the City retaining easement rights. Question was called for and on voice vote Chairperson Opie declared the motion carried unanimously.

**Consider request from Jon Roen to amend M-2 (General Industrial) zoning to allow outdoor storage facilities for boats, campers and other types of vehicles.**

Chuck reviewed the request with the Commission stating storage facilities are not specifically listed as a permitted use within M-1 and M-2 zoning but have been allowed under the general definition of warehousing. Because this request does not have a building associated with the outdoor storage facility, Chuck recommends amending the M-1 and M-2 zoning because of the following reasons:



- Required off-street parking is determined by the square footage of building be utilized.
- The site plan ordinance, regulating hard surfaces, natural green areas, water detention and buffer requirements, is not effective until a building permit is requested.
- Building permits are not required for fencing, grading or graveling areas.
- Renting parking spaces for profit should be considered a separate principal permitted use and should be listed within a zoning classification.

Because of these reasons, Chuck recommended the following amendments:

1. List outdoor storage facilities for recreational vehicles, boats, trailers and similar motorized vehicles as a permitted use in M-1 and M-2 zoning classifications.
2. Require a minimum of five off-street parking stalls if there is a building in excess of 150 sq. ft. located on the same site.
3. Amend the Site Plan Ordinance to address the issue of uses that may not require building uses or improvements.
4. Because self storage units have been added as a permitted use within C-2 zoning, this use should be added as a permitted use within M-1 and M-2 zoning classification.

Commission discussed setback requirements and parking, existing zoning classifications adjacent to M-1 and M-2 zoning and hard surface versus gravel parking.

Farris shared his concerns regarding existing M-1 and M-2 zoning areas in town that may be inappropriate for this type of use in the future, such as the highway corridors and East Euclid Avenue.

Commission discussed the potential to place a special use permit condition on the ordinance to allow Board of Adjustment to regulate site specific areas.

Jon Roen spoke on behalf of his request stating he has viewed numerous residences that have their large recreational vehicles parked in neighborhoods. This option would allow for the betterment of the community by storing these vehicles in one location. Mr. Roen further stated his vision was for outdoor storage only with security, lighting, fencing and a gate key pad.

Commission discussed fencing versus screening, landscape buffers and the option for people to come back to the Commission to seek an alternate method to the Site Plan Ordinance should their situation/location not justify a six-foot, opaque fence or other landscape buffer.

Motion was made by Butler and seconded by Coleman to draft an ordinance including Chuck's four recommendations and including a fifth requirement allowing for a special use permit to the Board of Adjustment to regulate locations. Question was called for and on voice vote Chairperson Opie declared the motion carried unanimously.

**Consider request from Dan and Stacey Crow to amend the A-1 zoning classification to allow private campgrounds.**

Chuck reviewed the request with the Commission stating he researched several state, county and city regulations regarding campgrounds and found very little consistency. In most of the city and county ordinances reviewed, campgrounds are not listed as a permitted use. Chuck further shared Polk County's requirements and outlined the following requirements to be considered:

- Allow only as a special use within A-1 zoning requiring additional approval by the Board of Adjustment.
- Prohibit highway frontage.
- Mandate public restrooms/showers.
- Street and camp site lighting.

Stacey Crow spoke on behalf of her request stating her family owns 185 acres on the south side of Indianola. She has been consulting with Chip Smith, President of the Iowa Chapter of Camping, to gain better knowledge of private campgrounds. Mrs. Crow would like to have camp sites with full hook ups, sewer/water/electric that will accommodate larger campers. She wants to plan the project with two phases and the first phase would have 100 camp sites with restrooms, a storm shelter, laundry facilities and future camping cabins.

Commission discussed the existing areas where A-1 zoning exists and that a private campground may not be appropriate. Commission discussed the potential to place a special use permit condition on the ordinance to allow Board of Adjustment to regulate site specific areas and require adjacent property owner notification.

Farris questioned whether it was possible to create a separate zoning classification that allows for private campgrounds and having the land rezoned. Commission agreed that a special use permit would be best.

Motion was made by Rabe and seconded by Soldwisch to draft an ordinance including Chuck's four recommendations, Polk County's requirements, a park layout plan requirement and an adjacent property owner notification requirement. Question was called for and on voice vote Chairperson Opie declared the motion carried unanimously.

**Other Business**

Chuck informed the Commission that Council approved the preliminary plat of Ashton Park Plat 6 at their September 19, 2016 meeting.

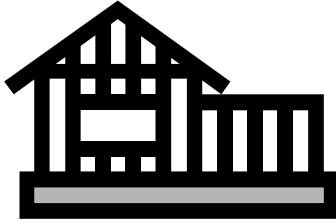
Meeting adjourned on a motion by Ormsby and seconded by Rabe.

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Doug Opie, Chairperson

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Mindi Robinson



**To:** Planning and Zoning Commission  
**From:** Chuck Burgin, Director of Community Development  
**Subject:** October 11, 2016 Meeting

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**Item # 4** Consider request from Bob Bash and Michael Patterson to purchase the South ½ half of the North/South alley lying between Lot 3 and Lot 4, Block 5, Berry's Addition, Indianola, Iowa.

Enclosed are the agreement to purchase, notice of closing and a map indicating the location of the alley requested to be purchased. Council policy requires those property owners that own land adjacent to the alley to agree to purchase and the remaining property owners within the same block to be notified of the request to purchase.

The process for purchasing an alley is as follows:

- The property owner making the request completes an application listing the adjacent land owners and all other property owners within the same block.
- The request to purchase is sent to all affected department heads for their review and comment.
- Notification of the alley purchase is sent to all property owners within the block.
- Planning and Zoning makes a recommendation to Council.
- City Council sets and holds a public hearing prior to purchase.

Alleys such as these that do not carry traffic, are grassed over and serve no public purpose are the type the city wishes to sell. All the paperwork is complete and notifications have been mailed. I recommend the request be approved subject to retaining easement rights.

**Item # 5** Consider request from Jon Roen to amend M-2 (General Industrial) zoning to allow outdoor storage facilities for boats, campers and other types of vehicles.

Enclosed is the written request from Mr. Roen requesting the amendment and a zoning map identifying M-1 and M-2 zoned properties. Storage facilities are not specifically listed as a permitted use, however they have been allowed in both M-1 and M-2 zoning under the general definition of warehousing. Because there may not be a building associated with outdoor storage facilities, the following is why I feel amending the M-1 and M-2 zoning classification is needed.

- Required off-street parking is determined by the square footage of building be utilized.
- The site plan ordinance, regulating hard surfaces, natural green areas, water detention and buffer requirements, is not effective until a building permit is requested.
- Building permits are not required for fencing, grading or graveling areas.

- Renting parking spaces for profit should be considered a separate principal permitted use and should be listed within a zoning classification.

Because of the items listed above, I recommend the following amendments:

1. List outdoor storage facilities for recreational vehicles, boats, trailers and similar motorized vehicles as a permitted use in M-1 and M-2 zoning classifications.
2. Require a minimum of five off-street parking stalls if there is a building in excess of 150 sq. ft. located on the same site.
3. Amend the Site Plan Ordinance to address the issue of uses that may not require building uses or improvements.
4. Because self storage units have been added as a permitted use within C-2 zoning, this use should be added as a permitted use within M-1 and M-2 zoning classification.

I have enclosed a map indicating the existing M-1 and M-2 zoning areas. I will ask our attorney to prepare the amendment to the Code of Ordinances after we have further discussion.

**Item # 6** Consider request from Dan and Stacey Crow to amend the A-1 zoning classification to allow private campgrounds.

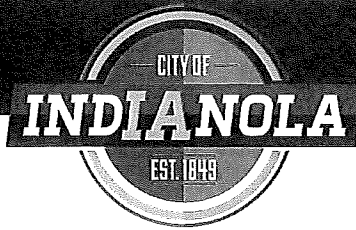
Enclosed is the letter requesting the amendment and a map indicating areas of our current A-1 (agriculture) zoning classification. After reviewing several state, county and city regulations regarding campgrounds, I have found there is no consistency. In most of the city and county zoning ordinances reviewed, campgrounds are defined, however they are not listed as a permitted use.

I have enclosed a copy of Polk County's requirements for your review and comment and have listed below other requirements to be considered as well.

- Allow only as a special use within A-1 zoning requiring additional approval by the Board of Adjustment.
- Prohibit highway frontage.
- Mandate public restrooms/showers.
- Street and camp site lighting.

I will continue researching other jurisdictions for regulations to consider, however I am confident this type of use will need the minimal amenities such as restrooms, electric and water hookups and lighted roads to survive financially. After discussion and obtaining a more clear direction from the Commission, I will ask the attorney to prepare a draft of the proposed change for further consideration in November.

6609-1706  
Robert Rash



## COMMUNITY DEVELOPMENT

### Notice of Alley Closing

The undersigned acknowledges that the alley legally described as:

THE SOUTH 1/2 OF THE NORTH/SOUTH ALLEY  
LYING BETWEEN LOT 3 AND LOT 4, BLOCK 5  
OF BERRY'S ADDITION, INDIANOLA, IA.

has been requested to be sold to the adjacent property owners and that the undersigned owns property within the same block and acknowledges notification.

Property owners within the block of proposed alley closing:

Name	Address	Date
Walter E Trembly		
Walter Trembly	1810 N.B	7/25/16
Thomas Selgrade	1004 N.B	
Thomas Selgrade	210 W Iowa	7-25-16
Jane A. Summers	1006 North B Street	7/28/16
Jean Simpson	1009 N. Burton	8-30-2016
Richard Clark	1007 N. Burton	8-30-16
Chae Cole	1001 N Burton	8/30/16



## COMMUNITY DEVELOPMENT

### Agreement to Purchase Alley

\_\_\_\_\_ requests to purchase the alley legally described as:

THE SOUTH 1/2 OF NORTH/SOUTH ALLEY LYING  
BETWEEN LOT 3 AND LOT 4, BLOCK 5, BERRY'S  
ADDITION, INDIANOLA, IA.

The undersigned owns property adjacent to the alley legally described above and agrees to purchase the alley.

**Name**

**Address**

**Date**

Timothy [Signature]

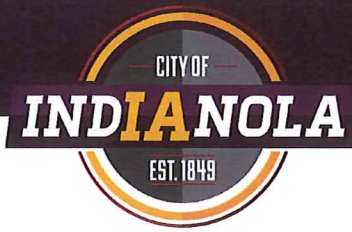
1005 N Benton St

Sept 10 2016

Bob Bash

206 W Iowa

9-15-2016



## COMMUNITY DEVELOPMENT

### TO PROPERTY OWNERS:

You are hereby notified that the City of Indianola has received a request to purchase and close the alley described as the south ½ of the north/south alley lying between Lot 3 and Lot 4, Block 5, Berry's Addition, Indianola, Iowa.

The property owners are listed below.

Michael Patterson of 1005 North Buxton Street, Indianola, Iowa.  
Robert Bash of 206 West Iowa Avenue, Indianola, Iowa.

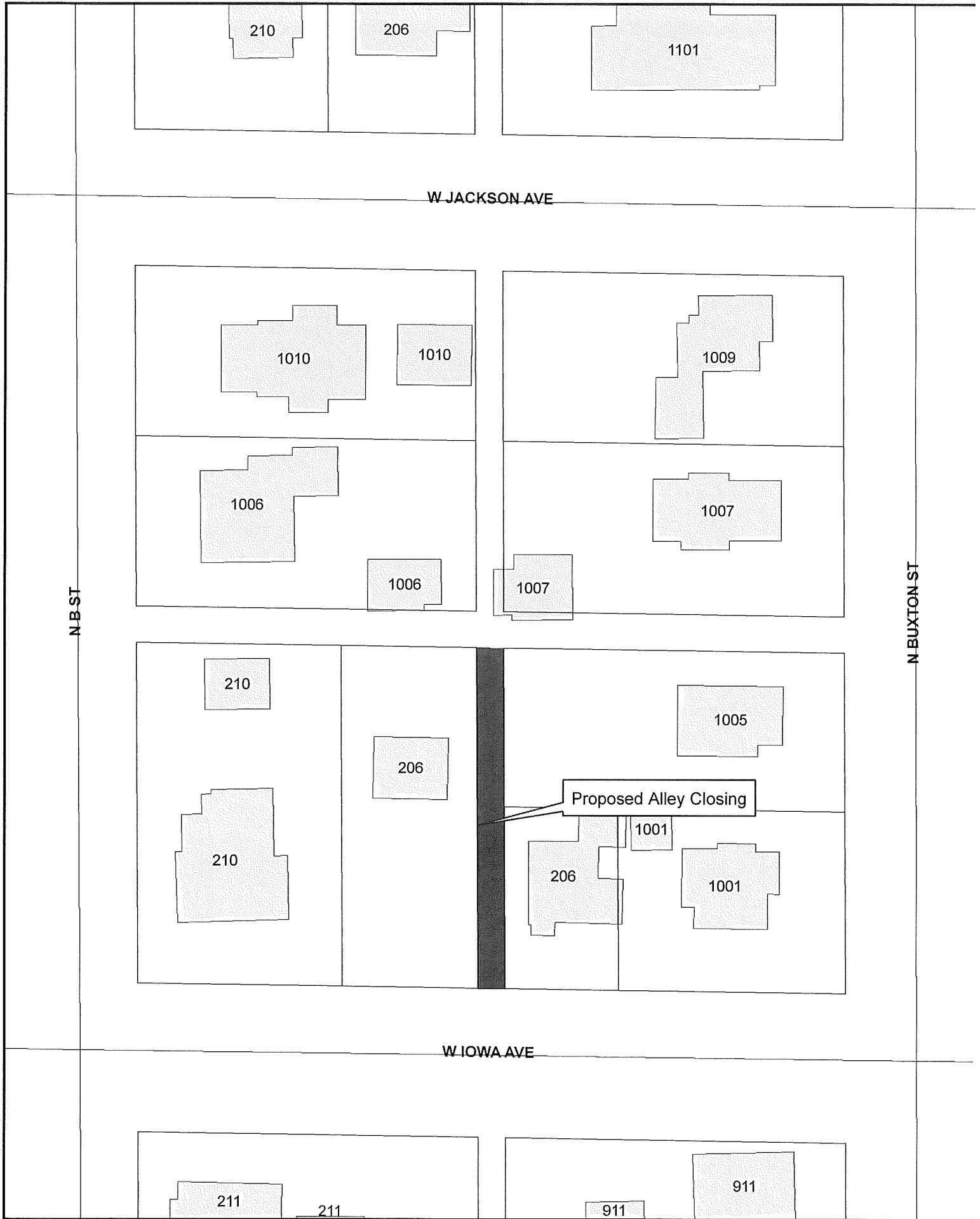
You are further notified that this request will be considered at the next Planning and Zoning Commission meeting in the Council Chambers of the Municipal Building on October 11, 2016, at 6:00 p.m.

If you have any questions or comments please contact the Community Development Department at 961-9430.

Charles Burgin  
Director of Community Development



# INDIANOLA



Request from Bob Bash & Michael Patterson  
to purchase the South 1/2 of the North/South Alley  
of Block 5 Berry's Addition

9/2016





**RESOLUTION NO. 2016-\_\_\_\_**

**A RESOLUTION SETTING A PUBLIC HEARING TO CONSIDER ORDINANCE VACATING A PORTION OF REAL ESTATE LOCATED AT THE SOUTH ½ OF THE NORTH/SOUTH ALLEY LYING BETWEEN LOT 3 AND LOT 4, BLOCK 5 BERRY'S ADDITION**

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**WHEREAS**, the City of Indianola, Iowa owns property generally described as an alley, located and more particularly described as the South ½ of the North/South Alley lying between Lot 3 and Lot 4, Block 5 Berry's Addition, Indianola, Warren County, Iowa; and

**WHEREAS**, the City of Indianola, Iowa, recently received an offer by an adjacent property owners to purchase said alley in accordance with law and city policy on transfer of unused alleys within the City; and

**WHEREAS**, the alley is not used by the public, the required application has been made, notice and consent of adjacent property owners secured, and Planning and Zoning recommended Council approval of the proposal to vacate and transfer on October 11, 2016 and

**WHEREAS**, a public hearing should now be set for consideration of the vacation of said alley.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa, that a public hearing before this Council on the proposed ordinance to vacate said alley is set for 6:00 PM, on the 7<sup>th</sup> day of November, 2016. The City Clerk is directed to publish Notice of said hearing at the time and in the manner required by law.

**Dated** this 17th day of October, 2016.

---

Kelly B. Shaw, Mayor

**ATTEST:**

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Diana Bowlin, City Clerk

**Meeting Date:** 10/17/2016

---

**Information**

**Subject**

Resolution approving professional services agreement with Mark Putney Enterprises for 2016-2017 snow removal at 306 E. Scenic Valley Drive (YMCA).

**Information**

In your packet is a resolution and agreement with Mark Putney Enterprises to provide the 2016-2017 snow removal at 306 East Scenic Valley Drive (YMCA). The annual contract includes:

- YMCA parking lot up to a 4" snow - \$385.00
- YMCA sidewalk up to a 4" snow - \$235.00
- For each additional inch of accumulation will add \$45.00 an inch
- Pickup plow - \$75/hour
- Skid loader - \$85/hour
- Salt by the bag put down - \$35

This is Putney's third year at the same price as originally quoted. Scott Kruthoff, Director of the YMCA, stated that Putney has done a good job removing snow.

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**Fiscal Impact**

**Attachments**

Resolution

Professional Service Agreement

---

**RESOLUTION NO. 2016-\_\_\_**

**RESOLUTION APPROVING A PROFESSIONAL SERVICES  
AGREEMENT WITH MARK PUTNEY ENTERPRISES FOR 2016-2017  
SNOW REMOVAL AT 306 E. SCENIC VALLEY DRIVE (YMCA)**

**WHEREAS**, the City Indianola, Iowa, is in need of engaging a company to provide snow removal services for the City (hereinafter referred to as “Services”) for the 2016-2017 season at 306 E. Scenic Valley Drive (YMCA); and

**WHEREAS**, the City of Indianola, Iowa, has solicited proposals for said Services; and

**WHEREAS**, after review of the proposals the City Council believes it to be in the best interest of the City to engage Mark Putney Enterprises, Indianola Iowa to perform the Services; and

**WHEREAS**, it is the determination of the City Council that the City should enter into a Professional Services Agreement with Mark Putney Enterprises in the form attached as Exhibit “A”.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa, that:

1. The Professional Services Agreement with Mark Putney Enterprises for the Services is in the public interest of the citizens of the City of Indianola and is hereby approved.
2. The Mayor is authorized and directed to execute the Professional Services Agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

**PASSED** this 17th day of October 2016.

---

Kelly B. Shaw, Mayor

**ATTEST:**

---

Diana Bowlin, City Clerk

## **PROFESSIONAL SERVICES AGREEMENT**

**THIS AGREEMENT**, made and entered this 17th day of October, 2016, by and between the **CITY OF INDIANOLA**, a municipal corporation of the State of Iowa, hereinafter referred to as "CITY," and **Mark Putney Enterprises**, hereinafter referred to as "SERVICE PROVIDER."

**WHEREAS**, the CITY is in need of snow removal at 306 E. Scenic Valley Drive for 2016-2017 season, hereinafter referred to as "Services"; and

**WHEREAS**, the CITY solicited proposals for said Services; and

**WHEREAS**, the SERVICE PROVIDER was determined by the City Council to be the best suited to meet the CITY's needs for the Services.

**NOW, THEREFORE, THE PARTIES HEREBY MUTUALLY AGREE AS FOLLOWS:**

The parties hereby agree to be bound by the terms and conditions and all promises contained in the proposal submitted by the SERVICE PROVIDER to the CITY, a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference as if set out in full. In addition, the parties agree as follows:

1. SERVICE PROVIDER shall indemnify and save harmless CITY, its agents, servants and employees from and against any claim, demand or cause of action arising out of negligent or intentional act or error or omission of SERVICE PROVIDER, its agents, servants or employees in the performance of services under this agreement, whether direct or indirect, except that SERVICE PROVIDER shall not be liable under this section for damages arising out

of injury or damage to persons or property directly caused or resulting from the sole negligence of CITY or any of its officers, agents or employees.

The execution of the agreement by SERVICE PROVIDER shall obligate SERVICE PROVIDER to comply with the foregoing indemnification provision, however, the collateral obligation of insuring this indemnity must be complied with as set forth below.

2. SERVICE PROVIDER shall not commence operations and/or labor pursuant to the terms of this Agreement until certification of proof of insurance detailing terms and provisions of coverage has been received and approved by the CITY. Minimum insurance coverage shall be required as set forth in Exhibit "A."

3. This Agreement may be terminated by either party for cause or by CITY for convenience upon fourteen (14) days' written notice by the terminating party to the other party of such termination in which event SERVICE PROVIDER will be paid its compensation for services actually performed to termination date. "Cause" is defined to be, but not limited to, violation of any of the covenants, duties or terms of this Agreement. In the event that SERVICE PROVIDER abandons this Agreement or causes it to be terminated, SERVICE PROVIDER shall indemnify CITY against any loss resulting from this termination.

4. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understanding applicable to the matters contained herein, and the parties agree that there are no commitments, agreements or understanding concerning the subject matter of this Agreement that are not contained in this document.

**IN WITNESS WHEREOF**, the parties to this Agreement have set their hands on the day and year first written above.

**"CITY":**

**CITY OF INDIANOLA**

By: \_\_\_\_\_  
Kelly B. Shaw, Mayor

Attest: \_\_\_\_\_  
Diana Bowlin, City Clerk

**"SERVICE PROVIDER":**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

## ATTACHMENT A

### STANDARD INSURANCE REQUIREMENTS

#### 1. GENERAL

The SERVICE PROVIDER shall protect itself and the CITY OF INDIANOLA throughout the duration of the Agreement by purchasing and maintaining insurance, as indicated below. Said insurance shall be provided by an insurance company(ies), "admitted" and "nonadmitted" to do business in the State of Iowa, having no less than an A. M. Best Rating of "B+." All policies shall be written on a per occurrence basis, not a claims-made basis. SERVICE PROVIDER shall submit Certificates of Insurance or other evidence of coverage, as provided in paragraph 2.F below, confirming coverage prior to the Agreement execution or commencement of work and/or services included in this Agreement.

#### 2. INSURANCE REQUIREMENTS

A. WORKER'S COMPENSATION & EMPLOYER'S LIABILITY INSURANCE: The SERVICE PROVIDER shall procure and maintain during the life of this Agreement, Worker's Compensation Insurance, including *Employer's Liability Coverage*, in accordance with all applicable statutes of the State of Iowa. The coverage limits shall include \$500,000 each accident for Bodily Injury by Accident, \$500,000 each accident for Bodily Injury by Disease, and \$500,000 policy limit for Bodily Injury by Disease.

B. COMMERCIAL GENERAL LIABILITY INSURANCE: The SERVICE PROVIDER shall procure and maintain during the life of this Agreement, Commercial General Liability insurance on a per occurrence basis with limits of liability not less than \$2,000,000 per occurrence and aggregate combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (a) Contractual Liability, (b) Premises and Operations, (c) Products and Completed Operations, (d) Independent Contractors Coverage, (e) Personal and Advertising Injury and (f) deletion of Explosion, Collapse and Underground (XCU), where applicable.

Coverage shall be no less comprehensive and no more restrictive than the coverage provided by a standard form Commercial General Liability Policy (ISO CG 0001, Ed 07/98 with standard exclusions "a" through "o" or any subsequent ISO equivalent or a non-ISO equivalent form).

C. AUTOMOBILE LIABILITY INSURANCE: The SERVICE PROVIDER shall procure and maintain during the life of this Agreement, Automobile Liability Insurance with limits of liability of not less than \$2,000,000 per occurrence combined

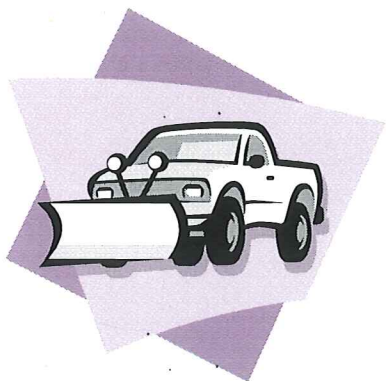
single limit including Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

- D. UMBRELLA/EXCESS INSURANCE: The General Liability and Automobile Liability Insurance requirements above may be satisfied with a combination of primary and Umbrella/Excess Insurance. The Umbrella/Excess Insurance shall also be written on a per occurrence basis.
- E. SUBCONTRACTORS: The SERVICE PROVIDER shall require that any of its agents and subcontractors who perform work and/or services pursuant to the provisions of this Agreement meet the same insurance requirements as are required of the Party. The option of self-insurance is not extended to subcontractors.
- F. PROOF OF INSURANCE: The SERVICE PROVIDER shall provide to the CITY OF INDIANOLA proof that all required insurance or coverage is in force by submitting to the CITY OF INDIANOLA a Certificate(s) of Insurance utilizing the latest version of the ACORD form. The form(s) of proof of insurance or coverage shall specify the title of the Agreement.

### **3. WAIVER OF SUBROGATION**

- A. WAIVER OF SUBROGATION: To the fullest extent permitted by law, SERVICE PROVIDER hereby releases the CITY OF INDIANOLA including its elected and appointed officials, agents, employees and volunteers and others working on their behalf from and against any and all liability or responsibility to the SERVICE PROVIDER or anyone claiming through or under the SERVICE PROVIDER by way of subrogation or otherwise, for any loss for which the SERVICE PROVIDER has agreed to defend, indemnify and hold harmless the CITY OF INDIANOLA as provided in the Agreement to which this Attachment A is included and made part thereof. This provision shall be applicable and in full force and effect only with respect to loss or damage occurring during the time of this Agreement. The SERVICE PROVIDER policies of insurance shall contain a clause or endorsement to the effect that such releases shall not adversely affect or impair such policies or prejudice the right of the SERVICE PROVIDER to recover thereunder.





## Mark Putney Enterprises

September 20, 2016

City of Indianola  
110 N. First St. PO Box 299  
Indianola, IA 50125

RE: Bid for 2016-2017 Snow Removal Season  
Location at 306 East Scenic Valley Drive.

The YMCA parking lot bid up to a 4" snow \$385.00  
The YMCA sidewalk bid up to a 4" snow \$235.00  
For each additional inch of accumulation will add \$45.00 an inch.  
(Pickup plow \$75.00hr) (Skid loader \$85.00hr)  
Salt by the bag put down \$35.00

We would use pickup snow plows and skid loaders with buckets and box plows.

Thank you for your consideration of this bid. I look forward to doing business with you this year. You may contact me on my cell phone (515) 249-3676 or at the shop (515) 961-4124. If you have any questions please don't hesitate to call.

Sincerely,

*Mark Putney*  
Mark Putney

**Meeting Date:** 10/17/2016

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**Information**

**Subject**

Resolution authorizing the certificate of liens to the Warren County Treasurer for purposes of assessing the cost of the nuisance abatement against property (mowing of property)

**Information**

In your packet is the resolution and notice of filing of assessment of nuisance abatements.

The assessment term is for 10 years. The resolution authorizes publication/filing of the nuisance abatement and mailing of it to property owners.

Per Iowa Code, property owners have the option to pay them (or any portion) within 30 days after the first publication (October 26, 2016) at the Clerk's Office.

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**Fiscal Impact**

**Attachments**

Nuisance Abatement  
Resolution

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**NOTICE OF FILING OF  
ASSESSMENTS FOR NUISANCE ABATEMENT**

To the person(s) owning land located within the City of Indianola, Warren County, Iowa, particularly described as follows:

Parcel #	Legal Description	Property Owner	Property Address	Amount	Admin Fee 001-1700-47100	Street 321-2100-47100	Reason	Amount Pd & Date	Receipt #	Amount Unpaid
48860001184	Pcl A OL 118 AOL	Christine Shuff	810 N J St	\$150.00	\$50.00	\$100.00	Mowing Services – 07/20/16 Notice			
48605030010	Lot 1 Prairie View Plat 3	Marvin & Bonnie Van Dam	705 N W St	\$85.00	\$20.00	\$65.00	Mowing Services – 08/03/16 Notice			
48775011000	Outlot A Amnded Plat Western Hills Plat 1	TF 32	N/A	\$150.00	\$25.00	\$125.00	Mowing Services – 08/18/16 Notice			
48370030140	Lot 14 Blk 3 Indian Knolls	Zachary Fritz	1002 S Buxton St	\$200.00	\$25.00	\$175.00	Mowing Services – 08/26/16 Notice			

**RESOLUTION NO. 2016-\_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE CERTIFICATION OF LIENS TO THE  
WARREN COUNTY TREASURER FOR PURPOSES OF ASSESSING THE COST OF  
NUISANCE ABATEMENT AGAINST PROPERTY**

**WHEREAS**, those properties listed on the attached Exhibit have unpaid nuisance abatement costs with the City of Indianola; and

**WHEREAS**, in the event that a property owner fails to make payment within the required notice period the Iowa law allows for a lien to be placed upon that property; and

**WHEREAS**, a notice has been sent to each property owner requesting payment within 30 days, the deadline for which has now expired; and

**WHEREAS**, the City now wishes to authorize assessment of a lien against the property for the cost of nuisance abatement.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** that the City Council of the City of Indianola hereby authorizes the assessment of a lien against the property listed on the attached Exhibit.

**BE IT FURTHER RESOLVED** that the City Clerk is authorized to certify said list to the Warren County Treasurer and to publish the list as is required by law.

**BE IT FURTHER RESOLVED** that all assessments exceeding \$500.00 may be paid in up to ten (10) annual installments, to be paid in the same manner and with the same interest rate provided for assessments against benefited property under state law.

Passed and approved the 17th day of September, 2016.

---

Kelly B. Shaw, Mayor

Attest:

---

Diana Bowlin, City Clerk

**Meeting Date:** 10/17/2016

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**Information**

**Subject**

Street usage request from Indianola Christian Union Church for the annual Hillbilly Hike Half Marathon and 10K Race - November 5, 2016 starting at 7:00 a.m. - race will start at the Indianola High School then to 9th Street, then to the McVay Trail

**Information**

The Indianola Christian Church is requesting to use North 9th and the McVay Trail for their Hillbilly Hike Half Marathon and 10K Races on November 5, 2016 with the event starting at 7:00 a.m. The race will start in front of the Indianola High School to 9th Street then to the McVay Trail with the race finishing at Carlisle. They will be working with the Indianola Fire Department to train and secure volunteers who will provide traffic control. Staff has reviewed and approved. The application (packet) was received on September 19, 2016.

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**Fiscal Impact**

**Attachments**

Hillbilly Hike Half Marathon & 10K Race

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Date: 9/19/26

## Event Application

For Hillbilly Hike Half Marathon & 10K Race

Event Date : November 5, 2016 (7:00 a.m. - 8:45 a.m.)

### Staff Recommendation and Chamber Notification

Attached is an event application. Please review; add any comments you feel are necessary, such as concerns or other items to be considered regarding the request.

Initial and date under either approval or disapproval and pass on to the next department.

	Approve	Disapprove
Street Department – Ed Yando	<u>OK EY</u>	_____
Fire Department – Greg Chia	<u>OK GMC</u>	_____
Police Department – Brian Sher	<u>OK BS</u>	_____
P&R Director – Doug Bylund	<u>OK DJB</u>	_____
HR & Risk Manager	<u>OK NM</u>	_____
City Manager – Ryan Waller	<u>[Signature]</u>	_____
Chamber of Commerce	<u>[Signature]</u>	_____

Fax: 961-9753

### Comments:

Please return to Diana Bowlin by: ASAP

**Thank you for your time and consideration!**

Event Name: Hillbilly Hike Half Marathon & 10K Race<sup>3</sup>  
Date/Time of Event: 11/5/16 @ 8:00 am.  
Location of Event: Indianola High School  
Event Sponsor(s): Indianola Christian Union Church

**Contact Information:**

Organization: Indianola Christian Union Church  
Contact Name: Bobbi Snodgrass  
Address: P.O. Box 541, Indianola IA 50125  
Telephone Number: 515-979-7751  
Cell Phone Number: 515-267-2006  
Fax Number: —  
Email Address: b3nodgrass@guideone.com  
Today's Date: 8/26/15

Anticipated Attendance: 250-300 Per Day Same Total

**Event Information:**

Set up & tear down same morning 11/5/16

Setup Begins	Date: <u>11/5</u>	Time <u>7am</u>	Day of Week <u>Saturday</u>
Event Starts	Date: <u>11/5</u>	Time <u>8am</u>	Day of Week <u>11</u>
Event Ends	Date: <u>11/5</u>	Time <u>8:30am</u>	Day of Week <u>11</u>
Dismantle	Date: <u>11/5</u>	Time <u>8:45am</u>	Day of Week <u>11</u>

Bobbi Snodgrass  
Applicant Signature

RETURN PERMIT APPLICATION TO:  
110 North First Street, PO Box 299  
Indianola, Iowa 50125  
Phone: 515-961-9410 Fax: 515-961-9402  
www.indianolaiowa.gov  
E-Mail: dbowlin@cityofindianola.com

Narrative:

Please describe your request and event:

Fundraiser for our church Missions Team

Please describe what streets you are planning to close:

Race Starts in front of IHS then to 9th St. Then to McKay trail all the way to Carlisle.

Please describe your safety plan including crowd control. Attach additional sheets if necessary. The Indianola Police and Fire Departments will review your safety plans to determine if safety is adequate. In reviewing the application, they will be looking at anticipated crowd size, demographics, entertainment, and alcohol, prior history with this event or similar events and other criteria.

Same as last year, we work with Indianola Fire Dept and communicate to our course guards a safety plan to stop oncoming traffic as the runners cross street intersections on their way North out of town.

Please describe your emergency/medical plan, including your communication procedures. Attach additional sheets if necessary.

We work side by side with Troy Bass of the Indianola Fire & Rescue to ensure safety.

Please describe your plan for cleanup and removal of recyclable goods and garbage during and after your event.

We have many volunteers who will make it seem as though the event never happened at all. No damages, no mess, we will remove trash.

**Thank you for your interest in holding a neighborhood or community event!**

**RETURN PERMIT APPLICATION TO:**

110 North First Street, PO Box 299

Indianola, Iowa 50125

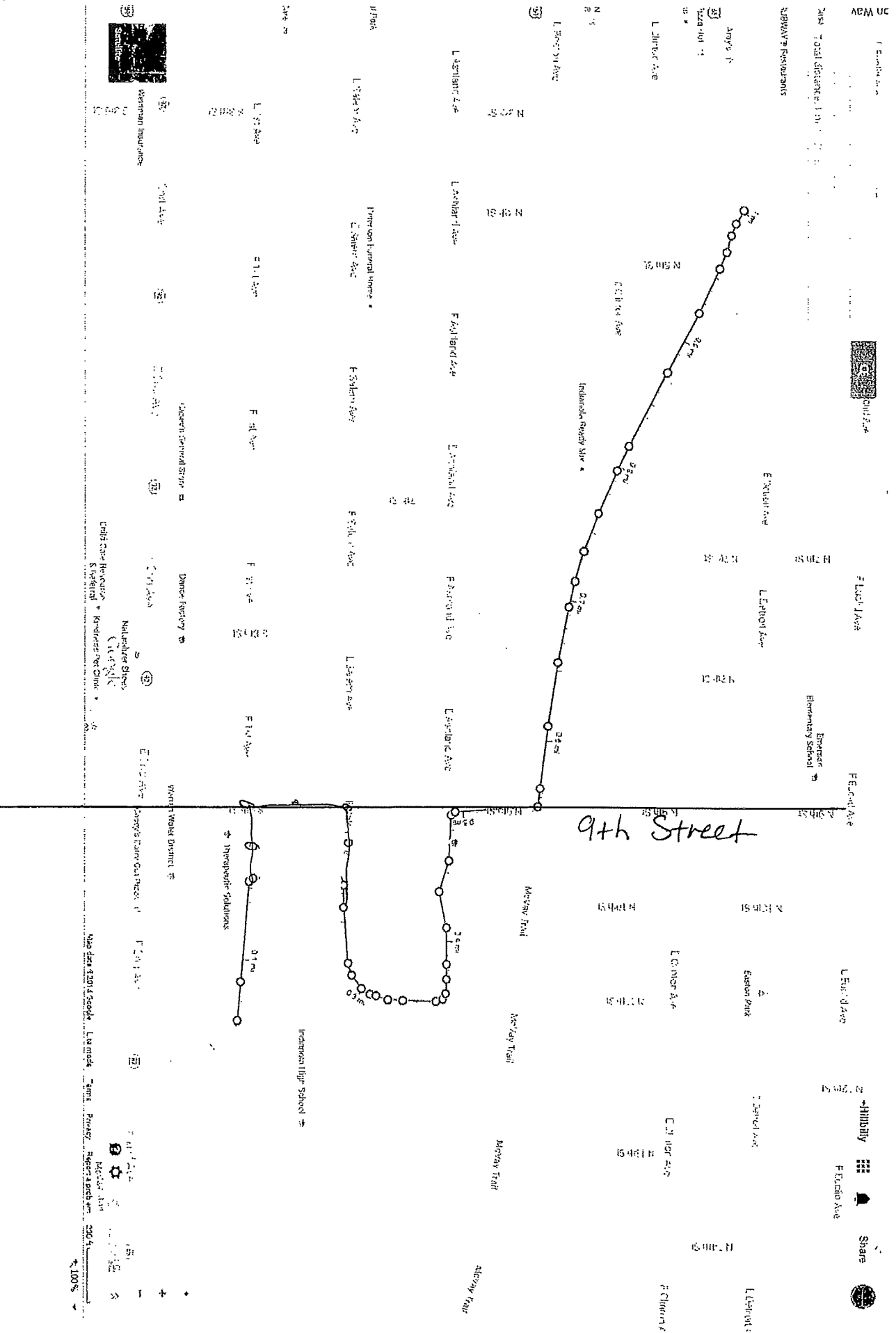
Phone: 515-961-9410 Fax: 515-961-9402

[www.indianolaiowa.gov](http://www.indianolaiowa.gov)

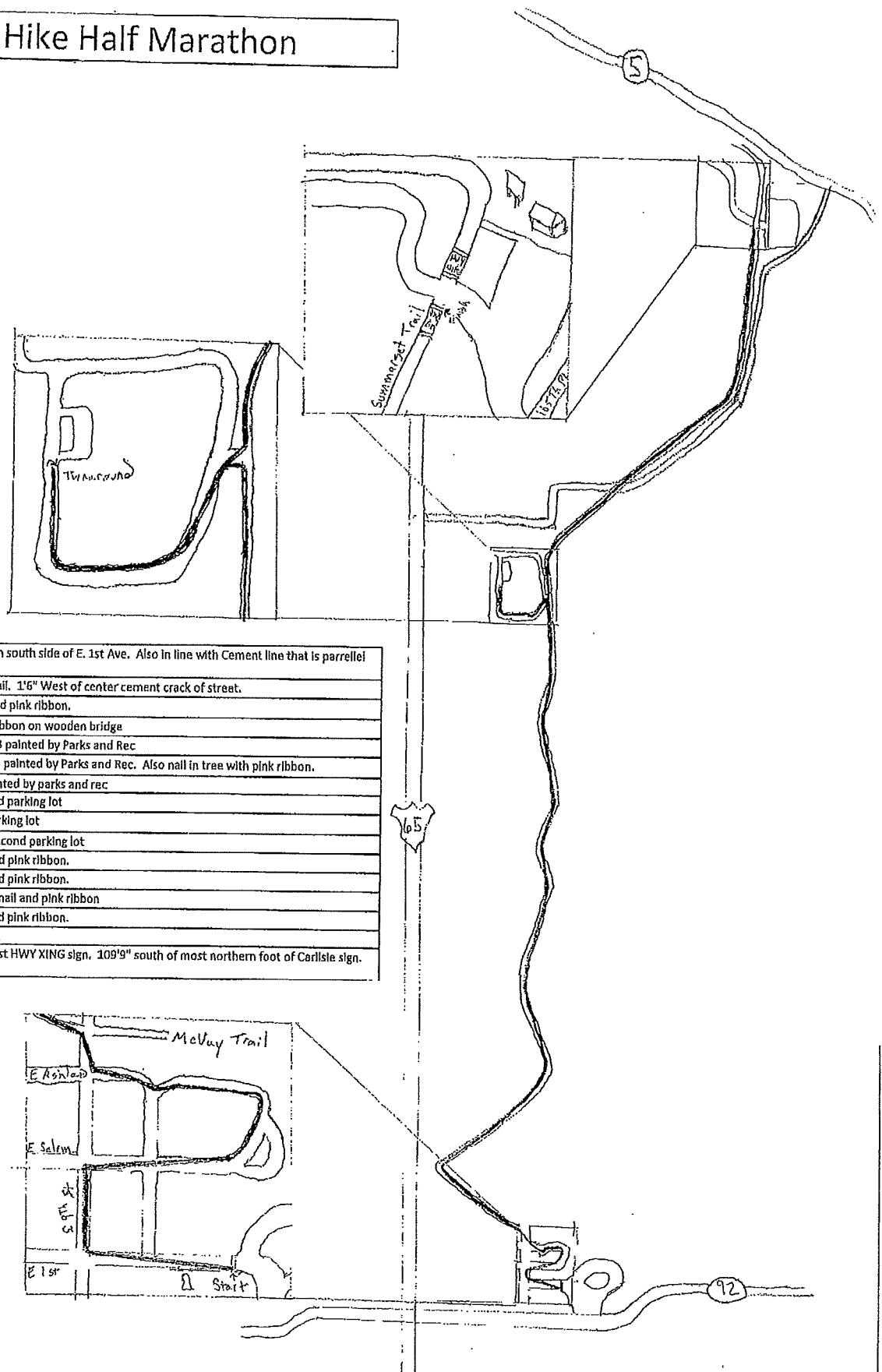
E-Mail: [dbowlin@cityofindianola.com](mailto:dbowlin@cityofindianola.com)



Diagram of the 1<sup>st</sup> Mile of the Hillbilly Hike Half Marathon. The race will start in front of the IHS on 1<sup>st</sup> St, use the High School Parking lot, then exit onto 9<sup>th</sup> street for approx. a block until connecting with the McVay Trail which it will use the rest of the way out of town. We are working with the Indianola Fire Dept. to secure and train volunteers to help ensure safety for participants, spectators, and provide traffic control along the course where it intersects with or uses city streets.



## Hillbilly Hike Half Marathon



Start	65'4" east of Fire Hydrant on south side of E. 1st Ave. Also in line with Cement line that is parallel with Door to School
Mile 1	In middle of E. 15th St on trail. 1'6" West of center cement crack of street.
Mile 2	Marked on Tree with nail and pink ribbon.
Mile 3	Marked with nail and pink ribbon on wooden bridge
Mile 4	66'6" south of Mile marker 3 painted by Parks and Rec
Mile 5	2'10" north of mile marker 4 painted by Parks and Rec. Also nail in tree with pink ribbon.
Mile 6	Center of Mile marker 5 painted by parks and rec
Mile 7	31'1" NE of Yellow sign in 3rd parking lot
Turnaround	116'0" South of turn into parking lot
Mile 8	29'0" SW of yellow sign In second parking lot
Mile 9	Marked on Tree with nail and pink ribbon.
Mile 10	Marked on Tree with nail and pink ribbon.
Mile 11	Marked on Gravel side with nail and pink ribbon
Mile 12	Marked on Tree with nail and pink ribbon.
Mile 13	12'6" north of start of bridge
Finsh	Center of Last solid line on 1st HWY XING sign. 109'9" south of most northern foot of Carlsle sign.

**Meeting Date:** 10/17/2016

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**Information**

**Subject**

Street closure request from the Indianola Chamber of Commerce - Holiday Extravaganza and Lighted Parade - December 2, 2016 from 4:00 p.m. - 9:00 p.m. - request is to close the entire square and one block east on Ashland and Salem, one block south on Howard, one block west on Salem and one block north on Buxton

**Information**

The Chamber is requesting to close the entire square and one block east on Ashland and Salem, one block south on Howard, one block west on Salem and one block north on Buxton for their annual Holiday Extravaganza on December 2, 2016 from 4:00 p.m. - 9:00 p.m. The application (packet) was received on October 3, 2016. Staff has reviewed and approved.

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**Fiscal Impact**

**Attachments**

Event App

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Date: 10/3/2016

### Event Application

#### For 2016 Holiday Extravaganza & Lighted Parade

Event Date : December 2, 2016 (4:00 p.m. - 9:00 p.m.)

#### Staff Recommendation and Chamber Notification

Attached is an event application. Please review; add any comments you feel are necessary, such as concerns or other items to be considered regarding the request.

Initial and date under either approval or disapproval and pass on to the next department.

	Approve	Disapprove
Street Department – Ed Yando	<u>OK EY</u>	_____
Fire Department – Greg Chia	<u>OK AMCA</u>	_____
Police Department – Brian Sher	<u>OK BB</u>	_____
HR & Risk Manager – Melissa McCoy	<u>OK MM</u>	_____
City Manager – Ryan Waller	<u>RW</u>	_____
Chamber of Commerce	Fax: 961-9753	

#### Comments:

Please return to Diana Bowlin by: ASAP

**Thank you for your time and consideration!**

Event Name: 2016 Holiday Extravaganza + Lighted Parade  
 Date/Time of Event: Friday December 2nd, 2016 5-9pm  
 Location of Event: Indianola Downtown Square  
 Event Sponsor(s): Indianola Chamber of Commerce, Lions Club, Peoples Bank, City State Bank, Community Bank, + Downing Construction

### Contact Information:

Organization: Indianola Chamber of Commerce  
 Contact Name: Brenda Easter  
 Address: 104 N. Howard St. Indianola  
 Telephone Number: 515-961-6269  
 Cell Phone Number: 515-442-6838  
 Fax Number: 515-961-9753  
 Email Address: brenda@indianolachamber.com  
 Today's Date: Tues. October 4, 2016

Anticipated Attendance: 1500 Per Day 1500 Total

### Event Information:

Setup Begins	Date: <u>12/2</u>	Time: <u>4:00pm</u>	Day of Week: <u>Friday</u>
Event Starts	Date: <u>12/2</u>	Time: <u>5:00pm</u>	Day of Week: <u>Friday</u>
Event Ends	Date: <u>12/2</u>	Time: <u>8:00pm</u>	Day of Week: <u>Friday</u>
Dismantle	Date: <u>12/2</u>	Time: <u>9:00pm</u>	Day of Week: <u>Friday</u>

Brenda Easter

Applicant Signature

### RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

Phone: 515-961-9410 Fax: 515-961-9402

[www.indianolaiowa.gov](http://www.indianolaiowa.gov)

E-Mail: [dbowlin@cityofindianola.com](mailto:dbowlin@cityofindianola.com)

Narrative:

Please describe your request and event:

*Please see attached.*

Please describe what streets you are planning to close:

*Please see attached.*

Please describe your safety plan including crowd control. Attach additional sheets if necessary. The Indianola Police and Fire Departments will review your safety plans to determine if safety is adequate. In reviewing the application, they will be looking at anticipated crowd size, demographics, entertainment, and alcohol, prior history with this event or similar events and other criteria.

*Please see attached.*

Please describe your emergency/medical plan, including your communication procedures. Attach additional sheets if necessary.

*Please see attached.*

Please describe your plan for cleanup and removal of recyclable goods and garbage during and after your event.

*Please see attached.*

***Thank you for your interest in holding a neighborhood or community event!***

**RETURN PERMIT APPLICATION TO:**  
110 North First Street, PO Box 299  
Indianola, Iowa 50125  
Phone: 515-961-9410 Fax: 515-961-9402  
[www.indianolaiowa.gov](http://www.indianolaiowa.gov)  
E-Mail: [dbowlin@cityofindianola.com](mailto:dbowlin@cityofindianola.com)



# Indianola Chamber of Commerce Event Request

## The Indianola Holiday Extravaganza & Lighted Parade

### **Event:**

**Children's Christmas Store** - where children can "shop" for gifts for mom and dad or grandpa and grandma. The Indianola Noon Lions and our high school cheerleaders help the children choose their gifts. The gifts are wrapped for the children so that they may be placed safely under the tree. This activity fosters the love of giving and is extremely popular. We usually have 400+ children go through Santa's Workshop.

**Santa House** – The Santa House, will be placed on the Courthouse lawn during the holidays. Around 400 children between the hours of 5:00 p.m. and 8:00 p.m. meet with Santa during this event, sharing their Christmas wishes and have their photo taken with old Saint Nick. For those who aren't able to meet with Santa during this event, the Santa House will be open two additional nights during the holidays: December 8 and December 15. The retailers on the square will be open late on those evenings, and we also will have horse drawn wagon rides on those nights.

**Horse Drawn Wagon Rides** – Lonnie Douglas, the Horse Drawn Wagon Vendor will provide the city a certificate showing \$1,000,000 liability insurance, naming the City of Indianola as additional insured. Mr. Douglas will also ensure lighting on the rear of the wagon meeting DOT requirements. He will also be responsible for picking up the horse droppings.

**The Puddle Jumpers** - If you haven't experienced a dozen geese that are trained to verbal commands...DRESSED in SANTA SUITS, then you need to experience the Holiday Extravaganza. Mr. Paul Messerschmidt and his geese entertain our guests as they walk around The Square showing off their holiday spirit.

**Musical Guests** - The Square is alive with the sound of music. From local church choirs to middle school jazz bands, The Square is busy with music and caroling throughout the evening. The atmosphere is festive. The Simpson College Madrigals Singers begin the evening in Crouse Café and then stroll around The Square sharing their amazing talent with everyone. The high school choirs show-off their talent by adding ambience to the event all night long!

**The North Pole Safety Center** - We have designated the north side of The Square as our North Pole Safety Center. This location will serve as our "Lost Parents" destination should they become separated from their children. This will also host our first aid station in case the need arise.

**Elf Warming Stations** – The Chamber works with the City and local Cub Scout groups to provide warming stations on each corner of the square. The burn barrels are placed in the street and watched throughout the evening by the Indianola Fire Department and the Cub Scouts. A must have on a cold night gives people a chance to sing carols and enjoy this event to its fullest! We have requested a burn permit from the Indianola Fire Department.

**Food Vendors** – A limited number of food vendors will be located on the outside parking lanes on the square to provide attendees with a light snack to enjoy during the event.

**Lighted Parade** – Participants twinkle and shine during the lighted parade that circles The Square. The parade starts with the Color Guard and showcases the creativity of local businesses as they light-up the parade. This parade is a crowd favorite and starts around 7:45 p.m.

#### **Our Request:**

We are asking to close off The Square between the hours of 4:00 p.m. and 9:00 p.m. to ensure free movement for our guests and as a safety precaution during the lighted parade. We have activities on the street that include horse-drawn wagon rides, puddle jumping geese, carolers and musicians, food vendors, and other entertainment on the street during this time. Blocking off the streets is important for the safety of all participants, which includes a large number of young children.

The parade participants will line up along North B Street beginning at the Methodist Church and go south on B Street to Salem, turn east on Salem to Howard, turn north on Howard to Ashland, and turn west on Ashland, turn north on Buxton, turn west on Boston, and turn south on B Street to return to the Methodist Church. This will eliminate any bottleneck or crossing of parade participants. To help with through traffic and secure the area for participants, we will block the traffic coming from the south at the intersection of 1<sup>st</sup> Avenue and N. Howard, from the east at the intersection of Salem and 1<sup>st</sup> Street, from the east at the intersection of Ashland and 1st Street, from the west at the intersection of Ashland and B Street, from the north at the intersection of Buxton and Boston. We will also place barricades at the corner of B Street and Ashland and B Street and Salem for the parade.

Indianola High School and Simpson College students will be assisting with the barricade placement and removal.

#### **Safety Plan & Crowd Control:**

This crowd is full of excitement, however; in the past eight years of its existence, we have had no problems with crowd control. We do not serve alcohol at this event. We do work closely with emergency services when necessary and our emergency services are close. Our committee will have radios & emergency numbers and will work closely together to report anything that looks to be a possible threat to the event, whether it is weather or misbehaving guests.

#### **Emergency/Medical Plan:**

The Elks Club will host the North Pole for "Lost Parents" and be clearly marked for our guests. This location will also serve as our first aid station if the need arises. We will use our radios, as well as the speaker system to make announcements of "Lost children". We will meet with our volunteers at noon the day of the event to go over the procedures should an emergency arise.

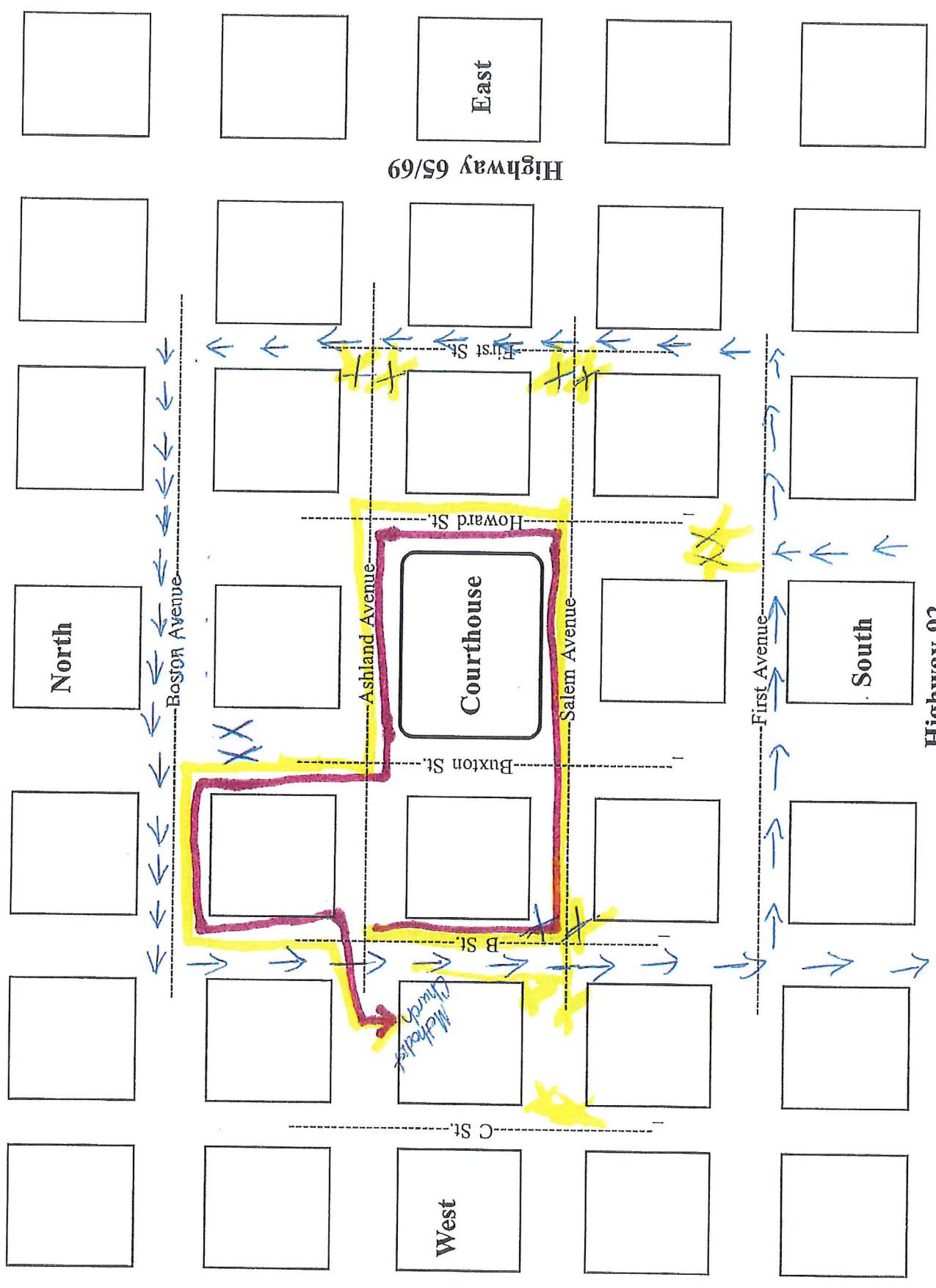
#### **Cleanup:**

We will provide additional trash receptacles and have a group of volunteers that will walk The Square and pick-up any trash that is left behind.

*This event is FREE for its guests. We are able to do this with the help of our local businesses and volunteers.*

**Thank you for your consideration**



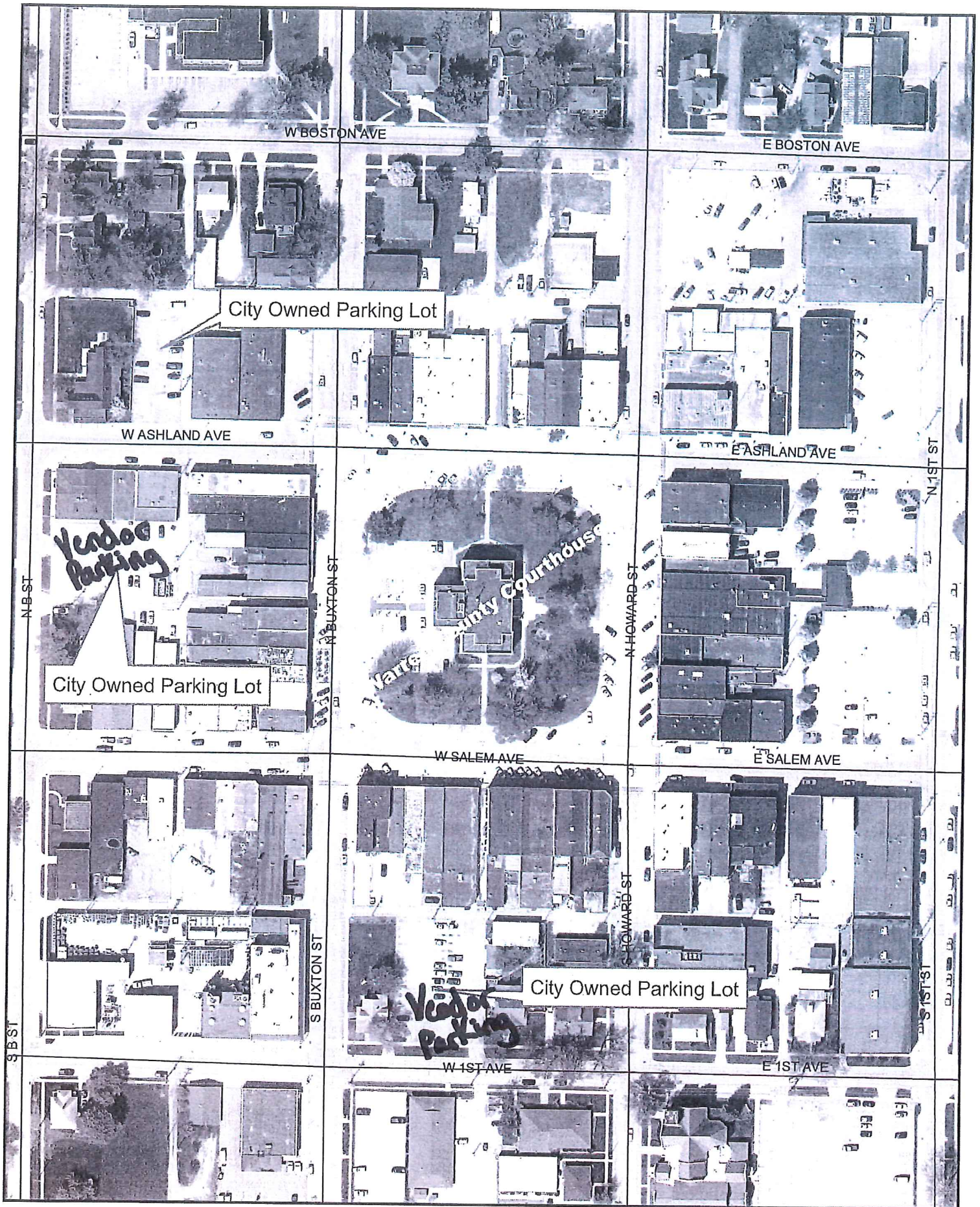


→ Traffic

XX Barricades

Parade route





**Meeting Date:** 10/17/2016

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**Information**

**Subject**

Claims on the computer printout for October 17, 2016 and the September 2016 receipts

**Information**

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**Fiscal Impact**

**Attachments**

Claims

Vendor Report

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Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
<b>GENERAL FUND</b>				
911 ETC INC	001-6200-63730	911 MONTHLY ACCESS CHARGE	09/30/2016	10.93
911 ETC INC	001-1700-63730	911 MONTHLY ACCESS CHARGE	09/30/2016	2.52
A-CHECK GLOBAL	001-6500-64900	BACKGROUND CHECK	09/30/2016	166.20
AIR-CON MECHANICAL CORP.	001-6500-63410	QTR AGREEMENT	09/30/2016	1,228.06
AUTOMATIC DOOR GROUP INC	001-6500-63100	NORTH INTERIOR DOOR	09/27/2016	111.80
BRICK GENTRY P.C.	001-6500-64110	20303.001 LEGAL SERVICES	09/25/2016	4,073.70
BRICK GENTRY P.C.	001-6500-64110	20303.011 (CROW & MILLER)	09/25/2016	150.00
BRICK GENTRY P.C.	001-6500-64110	20303.001 LEGAL SERVICES	09/25/2016	360.00
CAPITAL EXPRESS	001-6200-65080	POSTAGE	10/01/2016	41.15
CITY OF INDIANOLA - UTILITY	001-6500-63710	UTILITIES	09/30/2016	5,360.04
CITY OF INDIANOLA - UTILITY	001-2300-63710	UTILITIES	09/30/2016	13,700.14
DES PLANQUES, CHRIS	001-6200-62700	MILEAGE	10/07/2016	27.00
ELLIS LAW OFFICES P.C.	001-6500-64110	L. MORROW	09/30/2016	385.00
ELLIS LAW OFFICES P.C.	001-6500-64110	S. LYONS	09/30/2016	492.50
ELLIS LAW OFFICES P.C.	001-6500-64110	S. SHAW	09/30/2016	345.00
ELLIS LAW OFFICES P.C.	001-6500-64110	E. WITHERSPOON	09/30/2016	210.00
ELLIS LAW OFFICES P.C.	001-6500-64110	TOBACCO LICENSE	09/30/2016	810.00
ELLIS LAW OFFICES P.C.	001-6500-64110	M. TURNER	09/30/2016	150.00
ELLIS LAW OFFICES P.C.	001-6500-64110	J. GLASPIE	09/30/2016	270.00
ELLIS LAW OFFICES P.C.	001-6500-64110	B.BENNETT	09/30/2016	30.00
ELLIS LAW OFFICES P.C.	001-6500-64110	A. MOHAMED	09/30/2016	90.00
ELLIS LAW OFFICES P.C.	001-6500-64110	T. SIMMONS	09/30/2016	112.50
ELLIS LAW OFFICES P.C.	001-6500-64110	C. CARPENTER	09/30/2016	60.00
ELLIS LAW OFFICES P.C.	001-6500-64110	K. TUMPEK	09/30/2016	180.00
ELLIS LAW OFFICES P.C.	001-6500-64110	L. TIMMINS	09/30/2016	75.00
ELLIS LAW OFFICES P.C.	001-6500-64110	C. WRIGHT	09/30/2016	67.50
ELLIS LAW OFFICES P.C.	001-6500-64110	E. BACH	09/30/2016	75.00
ELLIS LAW OFFICES P.C.	001-6500-64110	M. MURL	09/30/2016	105.00
ELLIS LAW OFFICES P.C.	001-6500-64110	E. BENNETT	09/30/2016	90.00
ELLIS LAW OFFICES P.C.	001-6500-64110	Z. MCENTEE	09/30/2016	30.00
INDIANOLA MUNICIPAL UTILITI	001-6500-67260	TRANSFER/CONT. OF 210 N 1ST	10/03/2016	20,000.00
INFOMAX OFFICE SYSTEMS IN	001-6200-63400	REPAIR DUPLO - V-580	09/26/2016	172.50
INTEGRIVault	001-6500-64990	OFFSITE BACKUP - SEPTEMBER	10/01/2016	250.00
IOWA ASSOC OF MUN UTILITIE	001-6500-64990	SEPTEMBER 2016 TRAINING, CONFINED SPACES	09/30/2016	206.82
IOWA WATER MANAGEMENT C	001-6500-63100	WATER MGMT - MUN BLDG	10/01/2016	150.00
JIM'S JOHNS	001-2900-64990	KYBO'S (DUMP)	09/13/2016	40.00
KOSMAN CLEANING CREW LLC	001-6500-64090	1ST HALF OF OCT	10/10/2016	2,167.00
MAHASKA COMMUNICATION G	001-6210-64990	INTERNET	10/01/2016	66.00
MAHASKA COMMUNICATION G	001-6200-63730	TELEPHONE	10/01/2016	73.03
MAHASKA COMMUNICATION G	001-1700-63730	TELEPHONE	10/01/2016	15.65
MARCHANT, GREG	001-5200-65990	ECONOMIC DEV CONTRACT	10/04/2016	750.00
NETWRX CORPORATION	001-6210-67240	NETWRX AUDITOR LICENSING	09/30/2016	239.34
PELLA PRINTING	001-6210-64141	FALL MAGAZINE	09/29/2016	5,495.00
PELLA PRINTING	001-6200-65070	PERF PAPER (1 BOX)	09/15/2016	88.00
PELLA PRINTING	001-6200-64140	10000 PAYMENT ENV	09/22/2016	651.00
RECORD-HERALD & INDIANOL	001-6500-64020	CC MIN-08	09/25/2016	271.23
RECORD-HERALD & INDIANOL	001-6500-64020	ORD 1556	09/25/2016	36.98
RECORD-HERALD & INDIANOL	001-6500-64020	CC MIN-09	09/25/2016	249.14
RECORD-HERALD & INDIANOL	001-6500-64020	PH NUISANCE	09/25/2016	61.46
TELRITE CORPORATION	001-6200-63730	LONG DISTANCE SERVICE	09/22/2016	20.54
TELRITE CORPORATION	001-6150-63730	LONG DISTANCE SERVICE	09/22/2016	2.48
TELRITE CORPORATION	001-6210-63730	LONG DISTANCE SERVICE	09/22/2016	16.33
TELRITE CORPORATION	001-1700-63730	LONG DISTANCE SERVICE	09/22/2016	16.69
UNUM LIFE INSURANCE CO OF	001-6210-61550	LIFE, AD&D AND LTD INS	10/12/2016	43.91
UNUM LIFE INSURANCE CO OF	001-1700-61550	LIFE, AD&D AND LTD INS	10/12/2016	75.29
UNUM LIFE INSURANCE CO OF	001-0000-21206	LIFE, AD & D AND LTD INS	10/12/2016	1,078.65
UNUM LIFE INSURANCE CO OF	001-6150-61550	LIFE, AD&D AND LTD INS	10/12/2016	43.28

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
UNUM LIFE INSURANCE CO OF	001-6200-61550	LIFE, AD&D AND LTD INS	10/12/2016	90.97
UNUM LIFE INSURANCE CO OF	001-6250-61550	LIFE, AD&D AND LTD INS	10/12/2016	72.76
VERIZON WIRELESS	001-6200-63730	WIRELESS FOR SPARE LAPTOP	09/26/2016	20.01
WALLER, RYAN	001-6150-63730	CELL PHONE 8/9/16 - 9/8/16	09/08/2016	75.00
WALLER, RYAN	001-6150-62300	MILEAGE	10/03/2016	417.96
WARREN COUNTY ENGINEER	001-1700-65050	FUEL DISTRIBUTION	10/04/2016	47.74
WELLS FARGO CCER	001-6210-63400	WWW.NEWEGG.COM Replacement Screen for IT Laptop	09/20/2016	54.77
WELLS FARGO CCER	001-6200-65070	INDOFF INCORPORATED File folders, sorter, 2 at a glance notebo	09/29/2016	55.93
WELLS FARGO CCER	001-6200-65070	INDOFF INCORPORATED 3 pk of post-it notes, 1 box wite-out	09/29/2016	26.79
WELLS FARGO CCER	001-6200-62100	GOVERNMENT FINANCE City GFOA Membership	09/21/2016	190.00
WELLS FARGO CCER	001-6200-62100	IOWA SOCIETY OF CPA IACPA Membership Dues	09/09/2016	230.00
WELLS FARGO CCER	001-1700-64070	GARDEN AND ASSOCIATES LTD Prairie Glynn Storm Water Revi	09/12/2016	2,096.52
WELLS FARGO CCER	001-6210-67250	PAYPAL MADETECHNOL PRI P2016 Monitor	09/16/2016	117.92
WELLS FARGO CCER	001-6210-65070	I D WHOLESALERS HID Prox Cards	09/26/2016	96.00
WELLS FARGO CCER	001-6150-62300	CROWNE PLAZA HOTEL KC ICMA Conference	09/29/2016	427.78
WELLS FARGO CCER	001-6500-65990	HAYNEEDLE INC Table for Council Chambers	09/14/2016	135.98
WELLS FARGO CCER	001-6210-65070	WM SUPERCENTER #1491 Clorox Wipes	09/05/2016	4.63
WELLS FARGO CCER	001-5200-65070	MCCOY TRUE VALUE Screws for Time Lapse Camera mounts	09/12/2016	.97
WELLS FARGO CCER	001-5200-65070	WM SUPERCENTER #1491 Batteries for Time Lapse Cameras	09/05/2016	19.66
WELLS FARGO CCER	001-1700-63730	USCC CALL CENTER Cell phone charges	09/12/2016	54.89
WELLS FARGO CCER	001-6200-65070	WM SUPERCENTER #1491 Coffee Creamer	09/16/2016	5.68
WELLS FARGO CCER	001-6210-67240	DATABUG LLC 2.5 inch HD for old Rec Super laptop	09/01/2016	93.00
WELLS FARGO CCER	001-6200-65070	INDOFF INCORPORATED Supplies - Mouse Pad	09/08/2016	7.68
WELLS FARGO CCER	001-6210-62300	AMAZON.COM Exchange Server Books	09/01/2016	49.98
WELLS FARGO CCER	001-6200-65070	WAL-MART #1491 Supplies	09/09/2016	19.76
WELLS FARGO CCER	001-6210-64990	MOOD PANDORA Monthly Phone Music	09/14/2016	26.95
WELLS FARGO CCER	001-6210-63400	WWW.NEWEGGBUSINESS.COM OptiPlex 3020 Power Supply	09/22/2016	69.99
WELLS FARGO CCER	001-6210-65070	B&H PHOTO, 800-606-6969 ID Card Ribbon	09/01/2016	89.00
WELLS FARGO CCER	001-5200-65070	MCCOY TRUE VALUE Caulking for Time Lapse Camera mounts	09/08/2016	9.88
Total GENERAL FUND:				65,697.56

**POLICE FUND**

911 ETC INC	011-1100-63730	911 MONTHLY ACCESS CHARGE	09/30/2016	15.13
BLONDOWSKI, SLAWOMIR	011-1100-61440	WELLNESS - OCT	10/11/2016	25.00
BUTTON, DAVID	011-1100-61440	WELLNESS SEPT/OCT	10/03/2016	30.00
CRAIG'S AUTOMOTIVE	011-1100-63320	VEHICLE REPAIR	09/29/2016	1,254.00
CRAIG'S AUTOMOTIVE	011-1100-63320	VEHICLE REPAIR	09/30/2016	185.00
ELECTRONIC ENGINEERING C	011-1100-67245	EQUIPMENT 171	09/29/2016	10,642.58
IOWA LAW ENFORCEMENT AC	011-1100-62300	BASIC SCHOOL X3	09/23/2016	19,095.00
MAHASKA COMMUNICATION G	011-1100-63730	INTERNET	10/01/2016	22.00
MAHASKA COMMUNICATION G	011-1100-63730	TELEPHONE	10/01/2016	93.91
MC COY HARDWARE INC	011-1100-65060	SUPPLIES	09/29/2016	8.38
REED, WALTER	011-1100-61440	WELLNESS - AUG & SEPT	10/05/2016	30.00
SIEMENS, JASON	011-1100-61440	WELLNESS SEPT	10/06/2016	15.00
TELRITE CORPORATION	011-1100-63730	LONG DISTANCE SERVICE	09/22/2016	19.24
UNUM LIFE INSURANCE CO OF	011-1100-61550	LIFE, AD&D AND LTD INS	10/12/2016	383.13
WARREN COUNTY ENGINEER	011-1100-65050	FUEL DISTRIBUTION	10/04/2016	1,729.40
WELLS FARGO CCER	011-1100-65060	WM SUPERCENTER #1491 new officer pics	09/01/2016	4.74
WELLS FARGO CCER	011-1100-65060	SP STUDIO FUSCO officer cards	09/02/2016	42.40
WELLS FARGO CCER	011-1100-65060	SP STUDIO FUSCO tow vehicle warning	09/02/2016	35.16
WELLS FARGO CCER	011-1100-61810	TMS IOWA PRISON INDUST new officer uniforms	09/05/2016	225.00
WELLS FARGO CCER	011-1100-61810	TMS IOWA PRISON INDUST new officer uniforms	09/05/2016	225.00
WELLS FARGO CCER	011-1100-65060	BESTBUYCOM789945002479 clerical printer	09/19/2016	190.77
WELLS FARGO CCER	011-1100-61810	TMS IOWA PRISON INDUST new officer uniforms	09/05/2016	225.00
Total POLICE FUND:				34,495.84

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
<b>FIRE FUND</b>				
911 ETC INC	015-1500-63730	911 MONTHLY ACCESS CHARGE	09/30/2016	9.24
A-CHECK GLOBAL	015-1500-64990	BACKGROUND CHECKS	09/30/2016	73.00
BRICK GENTRY P.C.	015-1500-64110	FIRE LEGAL FEES	09/25/2016	750.00
CITY OF INDIANOLA - UTILITY	015-1500-63710	ELECTRIC BILL	09/30/2016	35.76
CITY OF INDIANOLA - UTILITY	015-1500-63710	UTILITIES	09/30/2016	200.00
CITY OF INDIANOLA - UTILITY	015-1500-63710	UTILITIES	09/30/2016	203.62
HILLYARD/DES MOINES	015-1500-65070	STATION SUPPLIES	10/07/2016	249.65
INFOMAX OFFICE SYSTEMS IN	015-1500-64990	PARINTING CONTRACT	09/26/2016	175.95
MAHASKA COMMUNICATION G	015-1500-63730	INTERNET	10/01/2016	22.00
MAHASKA COMMUNICATION G	015-1500-63730	TELEPHONE	10/01/2016	57.39
SANDRY FIRE SUPPLY LLC	015-1500-65500	PPE NAME PLATES	09/28/2016	417.61
TELRITE CORPORATION	015-1500-63730	LONG DISTANCE SERVICE	09/22/2016	20.76
UNUM LIFE INSURANCE CO OF	015-1500-61550	LIFE, AD&D AND LTD INS	10/12/2016	40.39
VERIZON WIRELESS	015-1500-63730	330 LAPTOP/330 CELL	09/26/2016	50.68
WARREN COUNTY ENGINEER	015-1500-65050	FUEL DISTRIBUTION	10/04/2016	236.57
WELLS FARGO CCER	015-1500-65500	WAL-MART #1491 Eye glass inserts for SCBA mask	09/23/2016	30.00
WELLS FARGO CCER	015-1500-65051	OHALLORAN - CARROLL New horns for Engine 333	09/30/2016	107.98
WELLS FARGO CCER	015-1500-65069	NFPA NATL FIRE PROTECT NFPA Fire Prevention Materials for Fi	09/05/2016	302.45
WELLS FARGO CCER	015-1500-62300	IEMSA IEMSA Annual EMS conference	09/19/2016	280.00
WELLS FARGO CCER	015-1500-63410	CHUMBLEYS AUTO CARE Refill gas cans that are stored in flamm	09/02/2016	16.73
WELLS FARGO CCER	015-1500-63410	CNM OUTDOOR EQUIPM Oil plug for saw on 338	09/16/2016	6.02
WELLS FARGO CCER	015-1500-62300	SPENCER MUNICIPAL HOSPITA CPR cards	09/01/2016	72.00
WELLS FARGO CCER	015-1500-65070	JETHRO N JAKES SMOKEHOUSE Dinner for personnel from dona	09/13/2016	181.45
WELLS FARGO CCER	015-1500-65051	INTERSTATE ALL BATTERY Batteries for SCBA and pagers	09/02/2016	251.40
WELLS FARGO CCER	015-1500-63100	MCCOY TRUE VALUE 3 bolt snap clips for flags-flag poles for IPF	09/13/2016	7.53
WELLS FARGO CCER	015-1500-65051	HEIMAN FIRE EQUIPMENT Elbow Truck 334 pump panel	09/12/2016	91.68
WELLS FARGO CCER	015-1500-65069	ALERT ALL CORP Black Childrens Fire Helmets	09/05/2016	348.00
WELLS FARGO CCER	015-1500-65051	DANKO EMERGENCY EQUIPMENT Cutters edge chain saw bar a	09/15/2016	370.45
WELLS FARGO CCER	015-1500-63100	MCDONALD LOCKSMITH SUPPLY Battery packs for pox locks for	09/19/2016	81.84
WELLS FARGO CCER	015-1500-62100	IEMSA renewal of IEMSA membership. Saves approximately \$80 o	09/19/2016	30.00
WELLS FARGO CCER	015-1500-63100	WM SUPERCENTER #1491 Toaster for dayroom--\$19.94, x3-Dawn	09/15/2016	69.13
Total FIRE FUND:				4,789.28

**AMBULANCE FUND**

AIRGAS USA LLC	016-1600-65070	OXYGEN FOR EMS	09/30/2016	59.71
BRICK GENTRY P.C.	016-1600-64110	EMS LEGAL FEES	09/25/2016	487.50
DEWEY FORD	016-1600-63410	AMBULANCE REPAIR - #247	10/13/2016	14,532.85
MAHASKA COMMUNICATION G	016-1600-63730	TELEPHONE	10/01/2016	28.66
MEDPRO DISPOSAL LLC	016-1600-64990	MEDICAL WASTE DISPOSAL	08/11/2016	125.00
STRYKER SALES CORPORATIO	016-1600-63410	2022461M	09/29/2016	104.26
TELRITE CORPORATION	016-1600-63730	LONG DISTANCE SERVICE	09/22/2016	1.03
TRIZETTO PROVIDER Solutio	016-1600-67240	ELECTRONIC CLAIMS FILING	10/01/2016	40.10
UNUM LIFE INSURANCE CO OF	016-1600-61550	LIFE, AD&D AND LTD INS	10/12/2016	177.81
VERIZON WIRELESS	016-1600-63730	CELL PHONE FOR MONITORS	09/22/2016	42.14
VERIZON WIRELESS	016-1600-63730	EMS CELL PHONES	09/26/2016	318.91
WARREN COUNTY ENGINEER	016-1600-65050	FUEL DISTRIBUTION	10/04/2016	846.06
WELLS FARGO CCER	016-1600-65070	HY VEE 1271 EMS Drugs Invoice #890297	09/22/2016	237.08
WELLS FARGO CCER	016-1600-65080	THE UPS STORE #6682 Return postage Knox box unit 245	09/21/2016	16.62
WELLS FARGO CCER	016-1600-65051	NOBLE FORD INC Core return for medic 246 brake caliper	09/22/2016	50.00
WELLS FARGO CCER	016-1600-65060	INDOFF INCORPORATED Office Supplies	09/29/2016	109.53
WELLS FARGO CCER	016-1600-65070	SOUTHEASTERN EMERGENCY EQ EMS Supplies Invoice #7179	09/29/2016	1,838.85
WELLS FARGO CCER	016-1600-65070	SOUTHEASTERN EMERGENCY EQ EMS Supplies Invoice #7136	09/07/2016	1,976.57
WELLS FARGO CCER	016-1600-65051	NAPA PARTS 0000514 Silicone pray for medic squads and brake cl	09/28/2016	53.64
WELLS FARGO CCER	016-1600-65060	INDOFF INCORPORATED Office Supplies	09/08/2016	56.32
WELLS FARGO CCER	016-1600-65060	LYNN CARD COMPANY Thank you cards	09/13/2016	57.45
WELLS FARGO CCER	016-1600-65051	NOBLE FORD INC Right front brake caliper for Medic 246	09/12/2016	186.05

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
WELLS FARGO CCER	016-1600-65051	OREILLY AUTO 00003376 Front brake pads Medic 246	09/12/2016	50.88
WELLS FARGO CCER	016-1600-65060	WALMART.COM 8009666546 Stand	09/19/2016	46.53
Total AMBULANCE FUND:				21,343.55
<b>LIBRARY FUND</b>				
911 ETC INC	041-4100-63730	911 MONTHLY ACCESS CHARGE	09/30/2016	9.24
BAKER & TAYLOR ENTERTAIN	041-4100-65022	CD	09/16/2016	21.86
BAKER & TAYLOR ENTERTAIN	041-4100-65022	7 DVD'S	09/21/2016	143.50
BAKER & TAYLOR ENTERTAIN	041-4100-65021	DVD	09/21/2016	10.35
BAKER AND TAYLOR	041-4100-65020	BOOKS	08/30/2016	383.49
BAKER AND TAYLOR	041-4100-65020	BOOKS	09/07/2016	305.31
BAKER AND TAYLOR	041-4100-65020	BOOKS	09/13/2016	463.04
BAKER AND TAYLOR	041-4100-65020	BOOKS	09/21/2016	380.63
BAKER AND TAYLOR	041-4100-65020	BOOKS	09/01/2016	38.82
BAKER AND TAYLOR	041-4100-65020	BOOKS	09/07/2016	46.92
BAKER AND TAYLOR	041-4100-65020	BOOKS	09/14/2016	70.32
CENGAGE LEARNING	041-4100-65020	LARGE PRINT BOOK	09/08/2016	25.59
CENGAGE LEARNING	041-4100-65020	LARGE PRINT BOOK	09/09/2016	30.39
CENGAGE LEARNING	041-4100-65020	LARGE PRINT BOOK	09/12/2016	24.79
CENGAGE LEARNING	041-4100-65020	LARGE PRINT BOOKS	09/22/2016	50.38
CENTER POINT LARGE PRINT	041-4100-65020	6 LARGE PRINT BOOKS	09/01/2016	96.08
CITY OF INDIANOLA - UTILITY	041-4100-63710	UTILITIES	09/30/2016	1,784.79
DUST PROS JANITORIAL	041-4100-64090	MONTHLY CLEANING	10/04/2016	1,170.00
DUST PROS JANITORIAL	041-4100-65071	CARPET CLEANING AFTER BOOKSALE	10/04/2016	146.46
IOWA WATER MANAGEMENT C	041-4100-63100	WATER MGMT - LIBRARY	10/01/2016	40.00
MAHASKA COMMUNICATION G	041-4100-63730	INTERNET	10/01/2016	22.00
MAHASKA COMMUNICATION G	041-4100-63730	TELEPHONE	10/01/2016	57.39
MID AMERICAN ENERGY CO.	041-4100-63710	NATURAL GAS	09/19/2016	12.78
PELLA PRINTING	041-4100-64140	LETTERHEAD	09/13/2016	188.00
PENGUIN RANDOM HOUSE LLC	041-4100-65021	BOOK ON CD	09/22/2016	48.75
PENGUIN RANDOM HOUSE LLC	041-4100-65021	BOOK ON CD	09/27/2016	30.00
RECORDED BOOKS INC	041-4100-65020	ZINIO ONE CLICK DIGITAL ANNUAL SUBSCRIPTION	10/03/2016	1,500.00
RECORDED BOOKS INC	041-4100-65020	6 EMAGAZINE RENEWALS	10/03/2016	428.66
SPRINGER PEST SOLUTIONS D	041-4100-64990	BI-MONTHLY SERVICE	10/11/2016	79.00
T.R.M. DISPOSAL LLC	041-4100-64090	GARBAGE DISPOSAL ACCT #506	09/24/2016	94.00
TELRITE CORPORATION	041-4100-63730	LONG DISTANCE SERVICE	09/22/2016	9.77
UNIQUE MANAGEMENT SERVI	041-4100-64990	COLLECTION AGENCY FEES	10/01/2016	50.00
UNUM LIFE INSURANCE CO OF	041-4100-61550	LIFE, AD & D AND LTD INS	10/12/2016	85.30
WELLS FARGO CCER	041-4100-65079	OTC BRANDS, INC. Program supplies - googly eyes	09/30/2016	10.98
WELLS FARGO CCER	041-4100-67240	I D WHOLESALERS HID Prox Cards/Printer	09/26/2016	180.00
WELLS FARGO CCER	041-4100-65070	SP GOBULK.COM 25 earbuds	09/01/2016	24.44
WELLS FARGO CCER	041-4100-65070	WAL-MART #1491 JGs retirement reception	09/01/2016	11.94
WELLS FARGO CCER	041-4100-65070	INDOFF INCORPORATED 1 ream paper	09/02/2016	9.06
WELLS FARGO CCER	041-4100-65070	PARTY CITY JGs retirement reception	09/01/2016	26.00
WELLS FARGO CCER	041-4100-65070	DEMCO INC Covering supplies	09/02/2016	96.48
WELLS FARGO CCER	041-4100-65079	WM SUPERCENTER #1491 Teen programs	09/02/2016	17.94
Total LIBRARY FUND:				8,224.45
<b>PARK &amp; RECREATION FUND</b>				
911 ETC INC	042-4200-63730	911 MONTHLY ACCESS CHARGE	09/30/2016	12.61
911 ETC INC	042-4300-63730	911 MONTHLY ACCESS CHARGE	09/30/2016	4.20
AGRILAND FS INC	042-4200-65072	FIELD DRY & MARKER CHALK	09/29/2016	1,411.70
ATLANTIC BOTTLING CO.	042-4400-65070	SOFTBALL CONCESSIONS - CREDIT	10/04/2016	208.00-
ATLANTIC BOTTLING CO.	042-4200-65070	SOFTBALL CONCESSIONS	10/04/2016	289.20
CENTURYLINK	042-4300-63730	911 PHONE	09/22/2016	55.13
CITY OF INDIANOLA - UTILITY	042-4300-63710	UTILITIES - MEMORIAL	09/30/2016	157.92

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
CITY OF INDIANOLA - UTILITY	042-4300-63710	UTILITIES - BARKER	09/30/2016	46.66
CITY OF INDIANOLA - UTILITY	042-4300-63710	UTILITIES - PICKARD	09/30/2016	355.30
CITY OF INDIANOLA - UTILITY	042-4300-63710	UTILITIES - MCCORD	09/30/2016	42.46
CITY OF INDIANOLA - UTILITY	042-4300-63710	UTILITIES - DOWNEY	09/30/2016	33.99
CITY OF INDIANOLA - UTILITY	042-4300-63710	UTILITIES - SHOP	09/30/2016	196.73
CITY OF INDIANOLA - UTILITY	042-4300-63710	UTILITIES - TRAIL	09/30/2016	46.51
CITY OF INDIANOLA - UTILITY	042-4300-63710	UTILITIES YOUTH SOFTBALL	09/30/2016	327.20
CITY OF INDIANOLA - UTILITY	042-4300-63710	UTILITIES - BUXTON	09/30/2016	361.08
CITY OF INDIANOLA - UTILITY	042-4300-63710	UTILITIES - MOATS	09/30/2016	126.18
CRAWFORD, RICHARD L.	042-4200-64250	ADULT SB UMPIRE	10/10/2016	100.00
FARNER-BROCKEN CO	042-4200-65070	SOFTBALL CONCESSIONS	10/04/2016	708.56
FLOWERS, JAVARIS	042-4200-64250	FLAG FB OFFICIAL	10/10/2016	132.00
GRANT, RHONDA	042-4300-66990	REFUND FOR GAZEBO	10/07/2016	50.00
HALLIN, JANEAN	042-4200-65070	REIMB. - DANCE SUPPLIES	10/11/2016	26.22
JIM'S JOHNS	042-4300-64090	KYBO'S (PARKS)	09/13/2016	240.00
KONICA MINOLTA BUSINESS S	042-4200-65060	MONTHLY MAINTENANCE	09/30/2016	9.48
LAWLER, LOGAN	042-4200-64250	FLAG FB OFFICIAL	10/10/2016	72.00
LUCAS, JEFF	042-4200-63730	CELL PHONE REIMB. JULY - SEPT	10/03/2016	75.00
MAHASKA COMMUNICATION G	042-4200-63730	TELEPHONE	10/01/2016	28.66
MAHASKA COMMUNICATION G	042-4300-63730	TELEPHONE	10/01/2016	26.09
MAHASKA COMMUNICATION G	042-4200-63730	TELEPHONE	10/01/2016	83.48
MAHASKA COMMUNICATION G	042-4200-63730	INTERNET	10/01/2016	22.00
MC INTYRE, CRAIG	042-4200-64250	ADULT SB UMPIRE	10/10/2016	200.00
MIDWEST OFFICE TECH	042-4200-65060	MONTHLY SERVICE CHARGE	09/30/2016	43.00
MYERS, ROBERT	042-4200-64250	ADULT SB UMPIRE	10/10/2016	75.00
PARK, KRIS	042-4200-64250	ADULT SB UMPIRE	10/10/2016	100.00
PELLA PRINTING	042-4200-64140	FALL MAGAZINE	09/29/2016	5,495.00
ROUNDED MINDS	042-4200-64205	ROUNDED MINDS INSTRUCTION	09/30/2016	1,200.00
SHANER, CHRISTOPHER	042-4200-64250	FLAG FB OFFICIAL	10/10/2016	156.00
UNUM LIFE INSURANCE CO OF	042-4300-61550	LIFE, AD&D AND LTD INS	10/12/2016	45.58
UNUM LIFE INSURANCE CO OF	042-4200-61500	LIFE, AD & D AND LTD INS	10/12/2016	69.31
UNUM LIFE INSURANCE CO OF	042-4400-61550	LIFE, AD&D AND LTD INS	10/12/2016	21.40
WARREN COUNTY ENGINEER	042-4300-65050	FUEL DISTRIBUTION	10/04/2016	574.65
WARREN COUNTY ENGINEER	042-4200-65050	FUEL DISTRIBUTION - MISC	10/04/2016	78.71
WELLS FARGO CCER	042-4200-62300	MABES PIZZA & RESTAURANT IPRA Workshop Meal	09/22/2016	15.73
WELLS FARGO CCER	042-4200-62300	RESTAURATION IPRA Workshop Meal	09/23/2016	10.59
WELLS FARGO CCER	042-4200-67240	DMI DELL ARB BUS Return Dougs Computer	09/30/2016	58.29-
WELLS FARGO CCER	042-4300-62300	CULVERS OF DECORA IPRA Workshop Meal	09/20/2016	15.70
WELLS FARGO CCER	042-4200-65050	HY VEE GAS 5052 Mini Van Fuel	09/22/2016	32.18
WELLS FARGO CCER	042-4200-65070	EXECUTIVE LASER WASH INC 15 passenger van carwash	09/23/2016	9.00
WELLS FARGO CCER	042-4200-65070	DIY LETTERING Building numbers	09/26/2016	56.37
WELLS FARGO CCER	042-4300-65070	MCCOY TRUE VALUE Sign Stakes	09/19/2016	17.40
WELLS FARGO CCER	042-4200-62300	HOTEL WINNESHIEK IPRA Fall Workshop Lodging - Bylund	09/23/2016	266.56
WELLS FARGO CCER	042-4300-65070	MCCOY TRUE VALUE wax ring McCord	09/27/2016	4.94
WELLS FARGO CCER	042-4300-65070	WAL-MART #1491 light bulbs	09/29/2016	16.88
WELLS FARGO CCER	042-4200-65072	MCCOY TRUE VALUE Softball Field Paint	09/30/2016	266.82
WELLS FARGO CCER	042-4300-62300	HOTEL WINNESHIEK lodging IPRA Conf.	09/23/2016	266.56
WELLS FARGO CCER	042-4300-62300	BUFFALO WILD WINGS 0276 IPRA Workshop Meal	09/23/2016	29.38
WELLS FARGO CCER	042-4320-65070	COLORBLEND FLOWERBULB Bulbs for Buxton	09/29/2016	657.80
WELLS FARGO CCER	042-4200-65070	AMAZON MKTPLACE PMTS Waterproof LED lights for Daddy Dau	09/30/2016	8.90
WELLS FARGO CCER	042-4200-62300	CULVERS OF DECORA IPRA Workshop Meal	09/20/2016	7.49
WELLS FARGO CCER	042-4300-62300	MABES PIZZA & RESTAURANT IPRA Workshop Meal	09/22/2016	31.45
WELLS FARGO CCER	042-4300-62300	RESTAURATION IPRA Workshop Meal	09/23/2016	21.16
WELLS FARGO CCER	042-4300-65051	SUNDOWN EQUIPMENT mower deck spring	09/26/2016	27.14
WELLS FARGO CCER	042-4200-62300	IOWA PARK AND RECREATION IPRA Fall workshop reimburseme	09/20/2016	130.00-
WELLS FARGO CCER	042-4300-62300	RESTAURATION meal for 2	09/22/2016	22.26
WELLS FARGO CCER	042-4200-65070	MCCOY TRUE VALUE Activity Center two boxes ceiling light bulbs	09/23/2016	97.10
WELLS FARGO CCER	042-4200-65060	WALGREENS #5943 Senior board photo	09/26/2016	4.27



Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
WELLS FARGO CCER	042-4200-65070	WM SUPERCENTER #1491 Softball Concessions	09/26/2016	22.44
WELLS FARGO CCER	042-4320-65200	MCCOY TRUE VALUE Fertilizer and insecticide for downtown baske	09/02/2016	46.76
WELLS FARGO CCER	042-4200-65070	WAL-MART #1491 Zone, Mad Science, office supplies	09/12/2016	101.42
WELLS FARGO CCER	042-4200-64090	DUST PROS JANITORIAL Activity Center Cleaning	09/14/2016	1,562.00
WELLS FARGO CCER	042-4200-65070	WM SUPERCENTER #1491 Supplies for Special Needs Halloween	09/19/2016	16.64
WELLS FARGO CCER	042-4200-65072	MCCOY TRUE VALUE Softball Field Paint	09/23/2016	29.65
WELLS FARGO CCER	042-4200-65070	WM SUPERCENTER #1491 Softball Concessions	09/01/2016	26.42
WELLS FARGO CCER	042-4200-65072	MCCOY TRUE VALUE Sprayer	09/02/2016	38.69
WELLS FARGO CCER	042-4300-65070	MCCOY TRUE VALUE breaker	09/09/2016	4.49
WELLS FARGO CCER	042-4300-65051	CNM OUTDOOR EQUIPM Oil Filler Cap for 025 Chainsaw	09/12/2016	6.57
WELLS FARGO CCER	042-4200-62300	IOWA PARK AND RECREATION IPRA Fall Workshop - Bylund	09/09/2016	150.00
WELLS FARGO CCER	042-4300-65071	SQ CR SERVICES tp, broom,can liners	09/14/2016	144.02
WELLS FARGO CCER	042-4200-63100	MCCOY TRUE VALUE Garage Door Hardware	09/07/2016	6.45
WELLS FARGO CCER	042-4200-65070	DUST PROS JANITORIAL Activity Center Cleaning Supplies	09/14/2016	88.75
WELLS FARGO CCER	042-4200-65070	AMAZON MKTPLACE PMTS Sign holder - The Zone	09/07/2016	14.47
WELLS FARGO CCER	042-4300-65051	CAPITAL CITY EQUIPMENT Kubota spindle bushings	09/09/2016	43.93
WELLS FARGO CCER	042-4200-63100	MCCOY TRUE VALUE 4 light tubes	09/14/2016	28.73
WELLS FARGO CCER	042-4200-65070	WAL-MART #1491 Softball Concessions	09/16/2016	16.50
WELLS FARGO CCER	042-4300-65070	THEISENS #21 hitch pin and clips	09/07/2016	7.84
WELLS FARGO CCER	042-4200-65070	WM SUPERCENTER #1491 Softball First Aid Supplies	09/09/2016	23.69
WELLS FARGO CCER	042-4200-63100	MENARDS DES MOINES IA light troffer	09/14/2016	85.96
WELLS FARGO CCER	042-4200-65072	MCCOY TRUE VALUE Softball Field Paint	09/16/2016	62.00
WELLS FARGO CCER	042-4300-65051	CAPITAL CITY EQUIPMENT Kubota wheel bearings	09/09/2016	61.70
WELLS FARGO CCER	042-4200-65070	WM SUPERCENTER #1491 Activity Center DVD player	09/13/2016	29.88
WELLS FARGO CCER	042-4200-65070	WAL-MART #1491 Supplies for Special Needs Halloween Dance	09/14/2016	43.71
WELLS FARGO CCER	042-4200-64190	ADOBE CREATIVE CLOUD monthly fee	09/01/2016	49.99
WELLS FARGO CCER	042-4200-65072	MCCOY TRUE VALUE Weed Trimmer and Roundup	09/02/2016	82.76
WELLS FARGO CCER	042-4300-65070	MCCOY TRUE VALUE Wasp and Hornet Spray	09/09/2016	13.47
WELLS FARGO CCER	042-4200-61810	DLH GRAFX Flag Football League Shirts	09/12/2016	691.12
WELLS FARGO CCER	042-4300-65051	OREILLY AUTO 00003376 wiper blades	09/13/2016	26.58
WELLS FARGO CCER	042-4200-67240	DMI DELL ARB BUS Partial Charge for Dougs New Computer	09/02/2016	557.38
WELLS FARGO CCER	042-4300-65200	AGRILAND FS 100143818 Deluxe Grass Seed	09/02/2016	100.00
WELLS FARGO CCER	042-4300-65051	THEISENS #21 Case of Lithflex Multipurpose Grease	09/05/2016	16.90
WELLS FARGO CCER	042-4300-65070	HAVENER ENTERPRISES INC blade sharpener grind wheel	09/08/2016	46.00
WELLS FARGO CCER	042-4300-65051	DOWNEY TIRES Tire Repair for a Tire on Bat Wing Mower - Split R	09/12/2016	54.93
WELLS FARGO CCER	042-4200-65070	SAMSClub #6344 Special Needs Dance supplies	09/15/2016	197.31
WELLS FARGO CCER	042-4200-65070	FAREWAY STORES #657 Outdoor Movie supplies	09/19/2016	11.43
WELLS FARGO CCER	042-4200-62300	BUFFALO WILD WINGS 0276 IPRA Workshop Meal	09/23/2016	14.69
WELLS FARGO CCER	042-4200-65070	WAL-MART #1491 Zone	09/23/2016	29.70
WELLS FARGO CCER	042-4200-67240	DMI DELL ARB BUS Return Dougs Computer	09/27/2016	557.38-
WELLS FARGO CCER	042-4200-64020	SP STUDIO FUSCO CCPP Posters	09/30/2016	8.75
WELLS FARGO CCER	042-4300-65070	MCCOY TRUE VALUE plumbing elbow	09/01/2016	7.19
WELLS FARGO CCER	042-4200-63100	MENARDS DES MOINES IA replacement light	09/09/2016	42.98
WELLS FARGO CCER	042-4200-64990	PER MAR SECURITY SERVI Activity Center Fire Alarm Monitoring	09/12/2016	127.62
WELLS FARGO CCER	042-4300-65070	IN DES MOINES STEEL FENC fence ties	09/13/2016	38.00
WIEGERT DISPOSAL CO.	042-4200-64090	DUMPSTER - ACT. CENTER	10/01/2016	25.00
WIEGERT DISPOSAL CO.	042-4200-64990	DUMPSTER - SOFTBALL	10/01/2016	125.00
WIEGERT DISPOSAL CO.	042-4300-64090	DUMPSTER - PARKS	10/01/2016	185.00

Total PARK &amp; RECREATION FUND:

19,145.53

**POOL (MEMORIAL) FUND**

911 ETC INC	045-4500-63730	911 MONTHLY ACCESS CHARGE	09/30/2016	1.68
MAHASKA COMMUNICATION G	045-4500-63730	TELEPHONE	10/01/2016	10.43
MILLER PEST & TERMITES	045-4500-65070	SAND PIT TREATMENT 6/29	09/20/2016	249.10
WELLS FARGO CCER	045-4500-65072	MCCOY TRUE VALUE Epoxy floor paint and accompanying supplie	09/28/2016	123.29
WELLS FARGO CCER	045-4500-65072	MCCOY TRUE VALUE Concrete screws	09/30/2016	2.97
WELLS FARGO CCER	045-4500-65070	CASEYS GEN STORE 2097 Propane exchange and two bags of ic	09/19/2016	33.51

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
WELLS FARGO CCER	045-4500-65072	MCCOY TRUE VALUE Floor epoxy and supplies	09/23/2016	117.40
WELLS FARGO CCER	045-4500-65072	THEISENS #21 2 inch inlet plugs	09/23/2016	18.69
WELLS FARGO CCER	045-4500-65070	SAMSCLUB #6344 Appreciation Luncheon supplies	09/15/2016	26.27
WELLS FARGO CCER	045-4500-65080	USPS 18436506231205586 Pool Party tshirt	09/07/2016	9.45
WELLS FARGO CCER	045-4500-65072	DIAMOND VOGEL PAINT #224 1 gallon paint for managers office a	09/01/2016	53.48
WIEGERT DISPOSAL CO.	045-4500-64990	DUMPSTER - MAC	10/01/2016	35.00
Total POOL (MEMORIAL) FUND:				681.27

**ROAD USE TAX FUND**

911 ETC INC	110-2100-63730	911 MONTHLY ACCESS CHARGE	09/30/2016	1.68
CEMEN-TECH	110-2100-63320	SPROCKET/SKIRT	09/28/2016	110.47
CENTURYLINK	110-2100-63730	TRAFFIC SIGNALS	09/22/2016	48.17
CITY OF INDIANOLA - UTILITY	110-2100-63710	UTILITIES	09/30/2016	334.43
CR SERVICES	110-2100-65076	SHOP SUPPLIES	10/11/2016	200.99
IOWA ASSOC OF MUN UTILITIE	110-2100-64990	SEPTEMBER 2016 TRAINING, CONFINED SPACES	09/30/2016	206.82
LOGAN CONTRACTORS SUPPL	110-2100-63320	VALVE	09/28/2016	93.75
MAHASKA COMMUNICATION G	110-2100-64900	INTERNET	10/01/2016	22.00
MAHASKA COMMUNICATION G	110-2100-63730	TELEPHONE	10/01/2016	10.43
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	09/21/2016	357.50
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	09/22/2016	2,320.00
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	09/23/2016	985.50
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	09/27/2016	1,078.00
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	09/27/2016	609.00
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	09/27/2016	907.50
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	09/28/2016	935.00
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	09/29/2016	754.00
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	09/29/2016	632.50
O'REILLY AUTO PARTS	110-2100-63320	FILTERS	10/11/2016	184.02
O'REILLY AUTO PARTS	110-2100-63320	CIRCUIT BREAKER	10/11/2016	5.99
O'REILLY AUTO PARTS	110-2100-63320	FILTER	10/12/2016	23.72
PIERCE BROTHERS REPAIR	110-2100-65073	STEEL STAKES	10/05/2016	62.00
STERNQUIST CONST. INC.	110-2100-65073	WEIGHT TICKET	09/26/2016	2.00
STERNQUIST CONST. INC.	110-2100-65073	WEIGHT TICKET	09/30/2016	2.00
STERNQUIST CONST. INC.	110-2100-65073	WEIGHT TICKET	10/04/2016	2.00
UNUM LIFE INSURANCE CO OF	110-2100-61550	LIFE, AD&D AND LTD INS	10/12/2016	121.85
VANDERPOOL CONSTRUCTIO	110-2100-65073	PORTLAND CEMENT	09/26/2016	526.68
VANDERPOOL CONSTRUCTIO	110-2100-65073	PORTLAND CEMENT	10/03/2016	388.08
VANDERPOOL CONSTRUCTIO	110-2100-65073	PORTLAND CEMENT	10/05/2016	110.88
WARREN COUNTY ENGINEER	110-2100-65050	FUEL DISTRIBUTION	10/04/2016	1,633.69
WASTE MANAGEMENT OF IOW	110-2100-64090	TRASH - OCT 2016	09/28/2016	32.00
WELLS FARGO CCER	110-2100-63320	DOWNEY TIRES Tire for dowler	09/26/2016	46.65
WELLS FARGO CCER	110-2100-67240	I D WHOLESALERS HID Prox Cards/Printer	09/26/2016	180.00
WELLS FARGO CCER	110-2100-63320	VAN WALL EQUIPMENT Parts	09/01/2016	72.46
WELLS FARGO CCER	110-2100-65076	NAPA PARTS 0000514 presser washer repair	09/09/2016	9.29
WELLS FARGO CCER	110-2100-65070	INDOFF INCORPORATED Supplies - Toner	09/13/2016	85.68
WELLS FARGO CCER	110-2100-63320	VAN WALL EQUIPMENT Hose for unit 8	09/05/2016	74.54
WELLS FARGO CCER	110-2100-65076	MCCOY TRUE VALUE Bathroom repair	09/08/2016	10.86
WELLS FARGO CCER	110-2100-63320	DOWNEY TIRES Tire for dowler	09/01/2016	46.65
Total ROAD USE TAX FUND:				13,228.78

**LIBRARY SPECIAL REVENUE FUND**

BAKER AND TAYLOR	141-4100-65020	BOOKS	08/30/2016	57.67
BAKER AND TAYLOR	141-4100-65024	BOOKS	09/07/2016	75.27
BAKER AND TAYLOR	141-4100-65020	BOOKS	09/13/2016	14.37
DUST PROS JANITORIAL	141-4100-65020	SUPPLIES	10/04/2016	50.00
PENGUIN RANDOM HOUSE LLC	141-4100-65020	2 BOOKS ON CD	09/09/2016	52.50

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
PENGUIN RANDOM HOUSE LLC	141-4100-65020	2 BOOKS ON CD	09/16/2016	56.25
WT. COX SUBSCRIPTIONS	141-4100-65020	MAGAZINE SUBSCRIPTION 1 YEAR	09/08/2016	61.59
Total LIBRARY SPECIAL REVENUE FUND:				367.65
<b>CAPITAL PROJECTS FUND</b>				
NORWALK READY-MIXED CON	301-8300-67901	CONCRETE ON BUXTON SOUTH HOLE	09/20/2016	1,155.00
NORWALK READY-MIXED CON	301-8300-67901	CONCRETE ON BUXTON NORTH HOLE	09/21/2016	1,155.00
NORWALK READY-MIXED CON	301-8300-67901	CONCRETE ON SALEM SEWER REPAIR	09/26/2016	880.00
Total CAPITAL PROJECTS FUND:				3,190.00
<b>CP--CAF FUND</b>				
CITY OF INDIANOLA - UTILITY	344-4400-67805	UTILITIES	09/30/2016	314.65
Total CP--CAF FUND:				314.65
<b>SEWER FUND</b>				
911 ETC INC	610-8300-63730	911 MONTHLY ACCESS CHARGE	09/30/2016	6.72
CITY OF INDIANOLA - UTILITY	610-8350-63710	UTILITIES	09/30/2016	9,669.72
CITY OF INDIANOLA - UTILITY	610-8325-63710	UTILITIES	09/30/2016	3,779.17
CRYSTAL CLEAR WATER CO	610-8350-65012	DI WATER FOR LAB	10/07/2016	15.00
ELECTRIC PUMP	610-8350-63410	REPAIR 3127 PUMP FOR AERATION BASIN	09/29/2016	1,927.68
GRAVES, RICK	610-8300-62300	MEAL	09/24/2016	16.87
HACH COMPANY	610-8350-65012	LAB SUPPLIES	10/04/2016	104.97
INFOMAX OFFICE SYSTEMS IN	610-8300-64990	COPIER	09/22/2016	203.19
IOWA ASSOC OF MUN UTILITIE	610-8300-64990	SEPTEMBER 2016 TRAINING, CONFINED SPACES	09/30/2016	206.82
KEYSTONE LABORATORIES IN	610-8350-64990	STREAM SAMPLES	10/04/2016	148.40
MAHASKA COMMUNICATION G	610-8300-64990	INTERNET	10/01/2016	22.00
MAHASKA COMMUNICATION G	610-8300-63730	TELEPHONE	10/01/2016	41.74
MILLER ELECTRIC SERVICES	610-8325-63410	BREAKER FOR MORLCOK GENERATOR	10/07/2016	38.51
NORTH CENTRAL LABS OF WIS	610-8350-65012	LAB SUPPLIES	10/05/2016	149.22
T.R.M. DISPOSAL LLC	610-8350-64990	ACCT #583 - TRASH - NORTH PLANT	09/24/2016	101.00
T.R.M. DISPOSAL LLC	610-8325-64990	ACCT #583 - TRASH - SOUTH PLANT	09/24/2016	52.00
TELRITE CORPORATION	610-8300-63730	LONG DISTANCE SERVICE	09/22/2016	6.25
TREASURER STATE OF IOWA	610-8300-64181	3RD QTR 2016 USE TAX	10/01/2016	161.00
UNUM LIFE INSURANCE CO OF	610-8300-61550	LIFE, AD & D AND LTD INS	10/12/2016	111.08
VERIZON WIRELESS	610-8300-63730	WIRELESS FOR LAPTOP	09/26/2016	30.02
WARREN COUNTY ENGINEER	610-8300-65050	FUEL DISTRIBUTION	10/04/2016	370.97
WELLS FARGO CCER	610-8300-63320	DOWNEY TIRES Tire repair on F250 pickup	09/19/2016	26.80
WELLS FARGO CCER	610-8300-63320	NAPA PARTS 0000514 Alternator for Camera Van	09/26/2016	220.17
WELLS FARGO CCER	610-8300-62300	NEW ORLEANS CC CONC 0083 Meal	09/29/2016	8.50
WELLS FARGO CCER	610-8300-62300	MCDONALDS F10983 Meal	09/27/2016	6.53
WELLS FARGO CCER	610-8300-62300	COUSINS BBQ - AIRFIELD Meal	09/30/2016	14.06
WELLS FARGO CCER	610-8300-62300	SHERATON NEW ORLEANS Hotel for WEFTEC	09/30/2016	1,118.56
WELLS FARGO CCER	610-8300-62300	AIRPORT SHUTTLE Shuttle from airport to hotel	09/22/2016	40.00
WELLS FARGO CCER	610-8300-62300	NEW ORLEANS AIRPORT Meal	09/29/2016	11.91
WOOSLEY LANDSCAPING & M	610-8350-64990	MOWING - PLANT	10/04/2016	1,200.00
WOOSLEY LANDSCAPING & M	610-8325-64990	MOWING - LIFTS	10/04/2016	320.00
Total SEWER FUND:				20,128.86
<b>STORMWATER UTILITY FUND</b>				
STAUDE TRENCHING	650-9000-67920	N. N. ST SUMP LINE PROJECT	10/10/2016	3,250.00
Total STORMWATER UTILITY FUND:				3,250.00

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
RECYCLING FUND				
WASTE MANAGEMENT OF IOW	670-8400-64701	RECYCLING APT 494-0152822-0516-8	10/01/2016	2,510.76
WASTE MANAGEMENT OF IOW	670-8400-64700	RECYCLING RES 494-0152818-0516-6	10/03/2016	13,479.90
Total RECYCLING FUND:				15,990.66
Grand Totals:				210,848.08

City Council: \_\_\_\_\_

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Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
<b>911 ETC INC</b>				
911 ETC INC	911 MONTHLY ACCESS CHARGE	09/30/2016	4.20	PARK & RECREATI
911 ETC INC	911 MONTHLY ACCESS CHARGE	09/30/2016	15.13	POLICE FUND
911 ETC INC	911 MONTHLY ACCESS CHARGE	09/30/2016	9.24	LIBRARY FUND
911 ETC INC	911 MONTHLY ACCESS CHARGE	09/30/2016	10.93	GENERAL FUND
911 ETC INC	911 MONTHLY ACCESS CHARGE	09/30/2016	9.24	FIRE FUND
911 ETC INC	911 MONTHLY ACCESS CHARGE	09/30/2016	12.61	PARK & RECREATI
911 ETC INC	911 MONTHLY ACCESS CHARGE	09/30/2016	2.52	GENERAL FUND
911 ETC INC	911 MONTHLY ACCESS CHARGE	09/30/2016	1.68	POOL (MEMORIAL)
911 ETC INC	911 MONTHLY ACCESS CHARGE	09/30/2016	6.72	SEWER FUND
911 ETC INC	911 MONTHLY ACCESS CHARGE	09/30/2016	1.68	ROAD USE TAX FU
Total 911 ETC INC:			73.95	
<b>A-CHECK GLOBAL</b>				
A-CHECK GLOBAL	BACKGROUND CHECK	09/30/2016	166.20	GENERAL FUND
A-CHECK GLOBAL	BACKGROUND CHECKS	09/30/2016	73.00	FIRE FUND
Total A-CHECK GLOBAL:			239.20	
<b>AGRILAND FS INC</b>				
AGRILAND FS INC	FIELD DRY & MARKER CHALK	09/29/2016	1,411.70	PARK & RECREATI
Total AGRILAND FS INC:			1,411.70	
<b>AIR-CON MECHANICAL CORP.</b>				
AIR-CON MECHANICAL CORP.	QTR AGREEMENT	09/30/2016	1,228.06	GENERAL FUND
Total AIR-CON MECHANICAL CORP.:			1,228.06	
<b>AIRGAS USA LLC</b>				
AIRGAS USA LLC	OXYGEN FOR EMS	09/30/2016	59.71	AMBULANCE FUN
Total AIRGAS USA LLC:			59.71	
<b>ATLANTIC BOTTLING CO.</b>				
ATLANTIC BOTTLING CO.	SOFTBALL CONCESSIONS - CREDIT	10/04/2016	208.00-	PARK & RECREATI
ATLANTIC BOTTLING CO.	SOFTBALL CONCESSIONS	10/04/2016	289.20	PARK & RECREATI
Total ATLANTIC BOTTLING CO.:			81.20	
<b>AUTOMATIC DOOR GROUP INC</b>				
AUTOMATIC DOOR GROUP INC	NORTH INTERIOR DOOR	09/27/2016	111.80	GENERAL FUND
Total AUTOMATIC DOOR GROUP INC:			111.80	
<b>BAKER &amp; TAYLOR ENTERTAINMENT</b>				
BAKER & TAYLOR ENTERTAIN	CD	09/16/2016	21.86	LIBRARY FUND
BAKER & TAYLOR ENTERTAIN	DVD	09/21/2016	10.35	LIBRARY FUND
BAKER & TAYLOR ENTERTAIN	7 DVD'S	09/21/2016	143.50	LIBRARY FUND
Total BAKER & TAYLOR ENTERTAINMENT:			175.71	
<b>BAKER AND TAYLOR</b>				
BAKER AND TAYLOR	BOOKS	08/30/2016	57.67	LIBRARY SPECIAL
BAKER AND TAYLOR	BOOKS	08/30/2016	383.49	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	09/07/2016	305.31	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	09/07/2016	75.27	LIBRARY SPECIAL

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
BAKER AND TAYLOR	BOOKS	09/13/2016	14.37	LIBRARY SPECIAL
BAKER AND TAYLOR	BOOKS	09/13/2016	463.04	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	09/21/2016	380.63	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	09/01/2016	38.82	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	09/07/2016	46.92	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	09/14/2016	70.32	LIBRARY FUND
Total BAKER AND TAYLOR:			1,835.84	
<b>BLONDOWSKI, SLAWOMIR</b>				
BLONDOWSKI, SLAWOMIR	WELLNESS - OCT	10/11/2016	25.00	POLICE FUND
Total BLONDOWSKI, SLAWOMIR:			25.00	
<b>BRICK GENTRY P.C.</b>				
BRICK GENTRY P.C.	20303.001 LEGAL SERVICES	09/25/2016	4,073.70	GENERAL FUND
BRICK GENTRY P.C.	FIRE LEGAL FEES	09/25/2016	750.00	FIRE FUND
BRICK GENTRY P.C.	EMS LEGAL FEES	09/25/2016	487.50	AMBULANCE FUN
BRICK GENTRY P.C.	20303.011 (CROW & MILLER)	09/25/2016	150.00	GENERAL FUND
BRICK GENTRY P.C.	20303.001 LEGAL SERVICES	09/25/2016	360.00	GENERAL FUND
Total BRICK GENTRY P.C.:			5,821.20	
<b>BUTTON, DAVID</b>				
BUTTON, DAVID	WELLNESS SEPT/OCT	10/03/2016	30.00	POLICE FUND
Total BUTTON, DAVID:			30.00	
<b>CAPITAL EXPRESS</b>				
CAPITAL EXPRESS	POSTAGE	10/01/2016	41.15	GENERAL FUND
Total CAPITAL EXPRESS:			41.15	
<b>CEMEN-TECH</b>				
CEMEN-TECH	SPROCKET/SKIRT	09/28/2016	110.47	ROAD USE TAX FU
Total CEMEN-TECH:			110.47	
<b>CENGAGE LEARNING</b>				
CENGAGE LEARNING	LARGE PRINT BOOK	09/08/2016	25.59	LIBRARY FUND
CENGAGE LEARNING	LARGE PRINT BOOK	09/09/2016	30.39	LIBRARY FUND
CENGAGE LEARNING	LARGE PRINT BOOK	09/12/2016	24.79	LIBRARY FUND
CENGAGE LEARNING	LARGE PRINT BOOKS	09/22/2016	50.38	LIBRARY FUND
Total CENGAGE LEARNING:			131.15	
<b>CENTER POINT LARGE PRINT</b>				
CENTER POINT LARGE PRINT	6 LARGE PRINT BOOKS	09/01/2016	96.08	LIBRARY FUND
Total CENTER POINT LARGE PRINT:			96.08	
<b>CENTURYLINK</b>				
CENTURYLINK	TRAFFIC SIGNALS	09/22/2016	48.17	ROAD USE TAX FU
CENTURYLINK	911 PHONE	09/22/2016	55.13	PARK & RECREATI
Total CENTURYLINK:			103.30	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
CITY OF INDIANOLA - UTILITY	UTILITIES - MEMORIAL	09/30/2016	157.92	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - BARKER	09/30/2016	46.66	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES	09/30/2016	314.65	CP--CAF FUND
CITY OF INDIANOLA - UTILITY	UTILITIES - PICKARD	09/30/2016	355.30	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - MCCORD	09/30/2016	42.46	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - DOWNEY	09/30/2016	33.99	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	ELECTRIC BILL	09/30/2016	35.76	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	09/30/2016	5,360.04	GENERAL FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	09/30/2016	200.00	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	09/30/2016	13,700.14	GENERAL FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	09/30/2016	3,779.17	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	09/30/2016	9,669.72	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES - SHOP	09/30/2016	196.73	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES	09/30/2016	334.43	ROAD USE TAX FU
CITY OF INDIANOLA - UTILITY	UTILITIES - TRAIL	09/30/2016	46.51	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES	09/30/2016	203.62	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES YOUTH SOFTBALL	09/30/2016	327.20	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - BUXTON	09/30/2016	361.08	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - MOATS	09/30/2016	126.18	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES	09/30/2016	1,784.79	LIBRARY FUND
Total CITY OF INDIANOLA - UTILITY:			37,076.35	
<b>CR SERVICES</b>				
CR SERVICES	SHOP SUPPLIES	10/11/2016	200.99	ROAD USE TAX FU
Total CR SERVICES:			200.99	
<b>CRAIG'S AUTOMOTIVE</b>				
CRAIG'S AUTOMOTIVE	VEHICLE REPAIR	09/29/2016	1,254.00	POLICE FUND
CRAIG'S AUTOMOTIVE	VEHICLE REPAIR	09/30/2016	185.00	POLICE FUND
Total CRAIG'S AUTOMOTIVE:			1,439.00	
<b>CRAWFORD, RICHARD L.</b>				
CRAWFORD, RICHARD L.	ADULT SB UMPIRE	10/10/2016	100.00	PARK & RECREATI
Total CRAWFORD, RICHARD L.:			100.00	
<b>CRYSTAL CLEAR WATER CO</b>				
CRYSTAL CLEAR WATER CO	DI WATER FOR LAB	10/07/2016	15.00	SEWER FUND
Total CRYSTAL CLEAR WATER CO:			15.00	
<b>DES PLANQUES, CHRIS</b>				
DES PLANQUES, CHRIS	MILEAGE	10/07/2016	27.00	GENERAL FUND
Total DES PLANQUES, CHRIS:			27.00	
<b>DEWEY FORD</b>				
DEWEY FORD	AMBULANCE REPAIR - #247	10/13/2016	14,532.85	AMBULANCE FUN
Total DEWEY FORD:			14,532.85	
<b>DUST PROS JANITORIAL</b>				
DUST PROS JANITORIAL	MONTHLY CLEANING	10/04/2016	1,170.00	LIBRARY FUND
DUST PROS JANITORIAL	SUPPLIES	10/04/2016	50.00	LIBRARY SPECIAL

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
DUST PROS JANITORIAL	CARPET CLEANING AFTER BOOKSALE	10/04/2016	146.46	LIBRARY FUND
Total DUST PROS JANITORIAL:			1,366.46	
<b>ELECTRIC PUMP</b>				
ELECTRIC PUMP	REPAIR 3127 PUMP FOR AERATION BASIN	09/29/2016	1,927.68	SEWER FUND
Total ELECTRIC PUMP:			1,927.68	
<b>ELECTRONIC ENGINEERING CO</b>				
ELECTRONIC ENGINEERING C	EQUIPMENT 171	09/29/2016	10,642.58	POLICE FUND
Total ELECTRONIC ENGINEERING CO:			10,642.58	
<b>ELLIS LAW OFFICES P.C.</b>				
ELLIS LAW OFFICES P.C.	L. MORROW	09/30/2016	385.00	GENERAL FUND
ELLIS LAW OFFICES P.C.	S. LYONS	09/30/2016	492.50	GENERAL FUND
ELLIS LAW OFFICES P.C.	S. SHAW	09/30/2016	345.00	GENERAL FUND
ELLIS LAW OFFICES P.C.	E. WITHERSPOON	09/30/2016	210.00	GENERAL FUND
ELLIS LAW OFFICES P.C.	TOBACCO LICENSE	09/30/2016	810.00	GENERAL FUND
ELLIS LAW OFFICES P.C.	M. TURNER	09/30/2016	150.00	GENERAL FUND
ELLIS LAW OFFICES P.C.	J. GLASPIE	09/30/2016	270.00	GENERAL FUND
ELLIS LAW OFFICES P.C.	B.BENNETT	09/30/2016	30.00	GENERAL FUND
ELLIS LAW OFFICES P.C.	A. MOHAMED	09/30/2016	90.00	GENERAL FUND
ELLIS LAW OFFICES P.C.	T. SIMMONS	09/30/2016	112.50	GENERAL FUND
ELLIS LAW OFFICES P.C.	C. CARPENTER	09/30/2016	60.00	GENERAL FUND
ELLIS LAW OFFICES P.C.	K. TUMPEK	09/30/2016	180.00	GENERAL FUND
ELLIS LAW OFFICES P.C.	L. TIMMINS	09/30/2016	75.00	GENERAL FUND
ELLIS LAW OFFICES P.C.	C. WRIGHT	09/30/2016	67.50	GENERAL FUND
ELLIS LAW OFFICES P.C.	E. BACH	09/30/2016	75.00	GENERAL FUND
ELLIS LAW OFFICES P.C.	M. MURL	09/30/2016	105.00	GENERAL FUND
ELLIS LAW OFFICES P.C.	E. BENNETT	09/30/2016	90.00	GENERAL FUND
ELLIS LAW OFFICES P.C.	Z. MCENTEE	09/30/2016	30.00	GENERAL FUND
Total ELLIS LAW OFFICES P.C.:			3,577.50	
<b>FARNER-BROCKEN CO</b>				
FARNER-BROCKEN CO	SOFTBALL CONCESSIONS	10/04/2016	708.56	PARK & RECREATI
Total FARNER-BROCKEN CO:			708.56	
<b>FLOWERS, JAVARIS</b>				
FLOWERS, JAVARIS	FLAG FB OFFICIAL	10/10/2016	132.00	PARK & RECREATI
Total FLOWERS, JAVARIS:			132.00	
<b>GRANT, RHONDA</b>				
GRANT, RHONDA	REFUND FOR GAZEBO	10/07/2016	50.00	PARK & RECREATI
Total GRANT, RHONDA:			50.00	
<b>GRAVES, RICK</b>				
GRAVES, RICK	MEAL	09/24/2016	16.87	SEWER FUND
Total GRAVES, RICK:			16.87	
<b>HACH COMPANY</b>				
HACH COMPANY	LAB SUPPLIES	10/04/2016	104.97	SEWER FUND



Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total HACH COMPANY:			104.97	
<b>HALLIN, JANEAN</b>				
HALLIN, JANEAN	REIMB. - DANCE SUPPLIES	10/11/2016	26.22	PARK & RECREATI
Total HALLIN, JANEAN:			26.22	
<b>HILLYARD/DES MOINES</b>				
HILLYARD/DES MOINES	STATION SUPPLIES	10/07/2016	249.65	FIRE FUND
Total HILLYARD/DES MOINES:			249.65	
<b>INDIANOLA MUNICIPAL UTILITIES</b>				
INDIANOLA MUNICIPAL UTILITI	TRANSFER/CONT. OF 210 N 1ST	10/03/2016	20,000.00	GENERAL FUND
Total INDIANOLA MUNICIPAL UTILITIES:			20,000.00	
<b>INFOMAX OFFICE SYSTEMS INC.</b>				
INFOMAX OFFICE SYSTEMS IN	COPIER	09/22/2016	203.19	SEWER FUND
INFOMAX OFFICE SYSTEMS IN	PARINTING CONTRACT	09/26/2016	175.95	FIRE FUND
INFOMAX OFFICE SYSTEMS IN	REPAIR DUPLO - V-580	09/26/2016	172.50	GENERAL FUND
Total INFOMAX OFFICE SYSTEMS INC.:			551.64	
<b>INTEGRIVAULT</b>				
INTEGRIVAULT	OFFSITE BACKUP - SEPTEMBER	10/01/2016	250.00	GENERAL FUND
Total INTEGRIVAULT:			250.00	
<b>IOWA ASSOC OF MUN UTILITIES</b>				
IOWA ASSOC OF MUN UTILITIE	SEPTEMBER 2016 TRAINING, CONFINED SP	09/30/2016	206.82	ROAD USE TAX FU
IOWA ASSOC OF MUN UTILITIE	SEPTEMBER 2016 TRAINING, CONFINED SP	09/30/2016	206.82	GENERAL FUND
IOWA ASSOC OF MUN UTILITIE	SEPTEMBER 2016 TRAINING, CONFINED SP	09/30/2016	206.82	SEWER FUND
Total IOWA ASSOC OF MUN UTILITIES:			620.46	
<b>IOWA LAW ENFORCEMENT ACADEMY</b>				
IOWA LAW ENFORCEMENT AC	BASIC SCHOOL X3	09/23/2016	19,095.00	POLICE FUND
Total IOWA LAW ENFORCEMENT ACADEMY:			19,095.00	
<b>IOWA WATER MANAGEMENT CO.</b>				
IOWA WATER MANAGEMENT C	WATER MGMT - LIBRARY	10/01/2016	40.00	LIBRARY FUND
IOWA WATER MANAGEMENT C	WATER MGMT - MUN BLDG	10/01/2016	150.00	GENERAL FUND
Total IOWA WATER MANAGEMENT CO.:			190.00	
<b>JIM'S JOHNS</b>				
JIM'S JOHNS	KYBO'S (PARKS)	09/13/2016	240.00	PARK & RECREATI
JIM'S JOHNS	KYBO'S (DUMP)	09/13/2016	40.00	GENERAL FUND
Total JIM'S JOHNS:			280.00	
<b>KEYSTONE LABORATORIES INC</b>				
KEYSTONE LABORATORIES IN	STREAM SAMPLES	10/04/2016	148.40	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total KEYSTONE LABORATORIES INC:			148.40	
<b>KONICA MINOLTA BUSINESS SOLUTIONS</b>				
KONICA MINOLTA BUSINESS S	MONTHLY MAINTENANCE	09/30/2016	9.48	PARK & RECREATI
Total KONICA MINOLTA BUSINESS SOLUTIONS:			9.48	
<b>KOSMAN CLEANING CREW LLC</b>				
KOSMAN CLEANING CREW LLC	1ST HALF OF OCT	10/10/2016	2,167.00	GENERAL FUND
Total KOSMAN CLEANING CREW LLC:			2,167.00	
<b>LAWLER, LOGAN</b>				
LAWLER, LOGAN	FLAG FB OFFICIAL	10/10/2016	72.00	PARK & RECREATI
Total LAWLER, LOGAN:			72.00	
<b>LOGAN CONTRACTORS SUPPLY INC.</b>				
LOGAN CONTRACTORS SUPPL	VALVE	09/28/2016	93.75	ROAD USE TAX FU
Total LOGAN CONTRACTORS SUPPLY INC.:			93.75	
<b>LUCAS, JEFF</b>				
LUCAS, JEFF	CELL PHONE REIMB. JULY - SEPT	10/03/2016	75.00	PARK & RECREATI
Total LUCAS, JEFF:			75.00	
<b>MAHASKA COMMUNICATION GROUP</b>				
MAHASKA COMMUNICATION G	TELEPHONE	10/01/2016	28.66	PARK & RECREATI
MAHASKA COMMUNICATION G	TELEPHONE	10/01/2016	15.65	GENERAL FUND
MAHASKA COMMUNICATION G	INTERNET	10/01/2016	22.00	PARK & RECREATI
MAHASKA COMMUNICATION G	TELEPHONE	10/01/2016	93.91	POLICE FUND
MAHASKA COMMUNICATION G	TELEPHONE	10/01/2016	41.74	SEWER FUND
MAHASKA COMMUNICATION G	TELEPHONE	10/01/2016	10.43	POOL (MEMORIAL)
MAHASKA COMMUNICATION G	INTERNET	10/01/2016	22.00	ROAD USE TAX FU
MAHASKA COMMUNICATION G	INTERNET	10/01/2016	22.00	LIBRARY FUND
MAHASKA COMMUNICATION G	TELEPHONE	10/01/2016	73.03	GENERAL FUND
MAHASKA COMMUNICATION G	TELEPHONE	10/01/2016	83.48	PARK & RECREATI
MAHASKA COMMUNICATION G	INTERNET	10/01/2016	22.00	POLICE FUND
MAHASKA COMMUNICATION G	INTERNET	10/01/2016	22.00	SEWER FUND
MAHASKA COMMUNICATION G	TELEPHONE	10/01/2016	57.39	FIRE FUND
MAHASKA COMMUNICATION G	INTERNET	10/01/2016	22.00	FIRE FUND
MAHASKA COMMUNICATION G	INTERNET	10/01/2016	66.00	GENERAL FUND
MAHASKA COMMUNICATION G	TELEPHONE	10/01/2016	26.09	PARK & RECREATI
MAHASKA COMMUNICATION G	TELEPHONE	10/01/2016	10.43	ROAD USE TAX FU
MAHASKA COMMUNICATION G	TELEPHONE	10/01/2016	57.39	LIBRARY FUND
MAHASKA COMMUNICATION G	TELEPHONE	10/01/2016	28.66	AMBULANCE FUN
Total MAHASKA COMMUNICATION GROUP:			724.86	
<b>MARCHANT, GREG</b>				
MARCHANT, GREG	ECONOMIC DEV CONTRACT	10/04/2016	750.00	GENERAL FUND
Total MARCHANT, GREG:			750.00	
<b>MC COY HARDWARE INC</b>				
MC COY HARDWARE INC	SUPPLIES	09/29/2016	8.38	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total MC COY HARDWARE INC:			8.38	
<b>MC INTYRE, CRAIG</b>				
MC INTYRE, CRAIG	ADULT SB UMPIRE	10/10/2016	200.00	PARK & RECREATI
Total MC INTYRE, CRAIG:			200.00	
<b>MEDPRO DISPOSAL LLC</b>				
MEDPRO DISPOSAL LLC	MEDICAL WASTE DISPOSAL	08/11/2016	125.00	AMBULANCE FUN
Total MEDPRO DISPOSAL LLC:			125.00	
<b>MID AMERICAN ENERGY CO.</b>				
MID AMERICAN ENERGY CO.	NATURAL GAS	09/19/2016	12.78	LIBRARY FUND
Total MID AMERICAN ENERGY CO.:			12.78	
<b>MIDWEST OFFICE TECH</b>				
MIDWEST OFFICE TECH	MONTHLY SERVICE CHARGE	09/30/2016	43.00	PARK & RECREATI
Total MIDWEST OFFICE TECH:			43.00	
<b>MILLER ELECTRIC SERVICES</b>				
MILLER ELECTRIC SERVICES	BREAKER FOR MORLCOK GENERATOR	10/07/2016	38.51	SEWER FUND
Total MILLER ELECTRIC SERVICES:			38.51	
<b>MILLER PEST &amp; TERMITE</b>				
MILLER PEST & TERMITE	SAND PIT TREATMENT 6/29	09/20/2016	249.10	POOL (MEMORIAL)
Total MILLER PEST & TERMITE:			249.10	
<b>MYERS, ROBERT</b>				
MYERS, ROBERT	ADULT SB UMPIRE	10/10/2016	75.00	PARK & RECREATI
Total MYERS, ROBERT:			75.00	
<b>NETWRIX CORPORATION</b>				
NETWRIX CORPORATION	NETWRIX AUDITOR LICENSING	09/30/2016	239.34	GENERAL FUND
Total NETWRIX CORPORATION:			239.34	
<b>NORTH CENTRAL LABS OF WISCONSIN</b>				
NORTH CENTRAL LABS OF WIS	LAB SUPPLIES	10/05/2016	149.22	SEWER FUND
Total NORTH CENTRAL LABS OF WISCONSIN:			149.22	
<b>NORWALK READY-MIXED CONCRETE</b>				
NORWALK READY-MIXED CON	CONCRETE ON BUXTON SOUTH HOLE	09/20/2016	1,155.00	CAPITAL PROJECT
NORWALK READY-MIXED CON	CONCRETE ON BUXTON NORTH HOLE	09/21/2016	1,155.00	CAPITAL PROJECT
NORWALK READY-MIXED CON	CONCRETE	09/21/2016	357.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE	09/22/2016	2,320.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE	09/23/2016	985.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE ON SALEM SEWER REPAIR	09/26/2016	880.00	CAPITAL PROJECT
NORWALK READY-MIXED CON	CONCRETE	09/27/2016	1,078.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE	09/27/2016	609.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE	09/27/2016	907.50	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
NORWALK READY-MIXED CON	CONCRETE	09/28/2016	935.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE	09/29/2016	754.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE	09/29/2016	632.50	ROAD USE TAX FU
Total NORWALK READY-MIXED CONCRETE:			11,769.00	
<b>O'REILLY AUTO PARTS</b>				
O'REILLY AUTO PARTS	FILTERS	10/11/2016	184.02	ROAD USE TAX FU
O'REILLY AUTO PARTS	CIRCUIT BREAKER	10/11/2016	5.99	ROAD USE TAX FU
O'REILLY AUTO PARTS	FILTER	10/12/2016	23.72	ROAD USE TAX FU
Total O'REILLY AUTO PARTS:			213.73	
<b>PARK, KRIS</b>				
PARK, KRIS	ADULT SB UMPIRE	10/10/2016	100.00	PARK & RECREATI
Total PARK, KRIS:			100.00	
<b>PELLA PRINTING</b>				
PELLA PRINTING	LETTERHEAD	09/13/2016	188.00	LIBRARY FUND
PELLA PRINTING	FALL MAGAZINE	09/29/2016	5,495.00	GENERAL FUND
PELLA PRINTING	FALL MAGAZINE	09/29/2016	5,495.00	PARK & RECREATI
PELLA PRINTING	PERF PAPER (1 BOX)	09/15/2016	88.00	GENERAL FUND
PELLA PRINTING	10000 PAYMENT ENV	09/22/2016	651.00	GENERAL FUND
Total PELLA PRINTING:			11,917.00	
<b>PENGUIN RANDOM HOUSE LLC</b>				
PENGUIN RANDOM HOUSE LLC	2 BOOKS ON CD	09/09/2016	52.50	LIBRARY SPECIAL
PENGUIN RANDOM HOUSE LLC	2 BOOKS ON CD	09/16/2016	56.25	LIBRARY SPECIAL
PENGUIN RANDOM HOUSE LLC	BOOK ON CD	09/22/2016	48.75	LIBRARY FUND
PENGUIN RANDOM HOUSE LLC	BOOK ON CD	09/27/2016	30.00	LIBRARY FUND
Total PENGUIN RANDOM HOUSE LLC:			187.50	
<b>PIERCE BROTHERS REPAIR</b>				
PIERCE BROTHERS REPAIR	STEEL STAKES	10/05/2016	62.00	ROAD USE TAX FU
Total PIERCE BROTHERS REPAIR:			62.00	
<b>RECORDED BOOKS INC</b>				
RECORDED BOOKS INC	ZINIO ONE CLICK DIGITAL ANNUAL SUBSCR	10/03/2016	1,500.00	LIBRARY FUND
RECORDED BOOKS INC	6 EMAGAZINE RENEWALS	10/03/2016	428.66	LIBRARY FUND
Total RECORDED BOOKS INC:			1,928.66	
<b>RECORD-HERALD &amp; INDIANOLA TRIBUNE</b>				
RECORD-HERALD & INDIANOL	ORD 1556	09/25/2016	36.98	GENERAL FUND
RECORD-HERALD & INDIANOL	CC MIN-08	09/25/2016	271.23	GENERAL FUND
RECORD-HERALD & INDIANOL	CC MIN-09	09/25/2016	249.14	GENERAL FUND
RECORD-HERALD & INDIANOL	PH NUISANCE	09/25/2016	61.46	GENERAL FUND
Total RECORD-HERALD & INDIANOLA TRIBUNE:			618.81	
<b>REED, WALTER</b>				
REED, WALTER	WELLNESS - AUG & SEPT	10/05/2016	30.00	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total REED, WALTER:			30.00	
<b>ROUNDED MINDS</b>				
ROUNDED MINDS	ROUNDED MINDS INSTRUCTION	09/30/2016	1,200.00	PARK & RECREATI
Total ROUNDED MINDS:			1,200.00	
<b>SANDRY FIRE SUPPLY LLC</b>				
SANDRY FIRE SUPPLY LLC	PPE NAME PLATES	09/28/2016	417.61	FIRE FUND
Total SANDRY FIRE SUPPLY LLC:			417.61	
<b>SHANER, CHRISTOPHER</b>				
SHANER, CHRISTOPHER	FLAG FB OFFICIAL	10/10/2016	156.00	PARK & RECREATI
Total SHANER, CHRISTOPHER:			156.00	
<b>SIEMENS, JASON</b>				
SIEMENS, JASON	WELLNESS SEPT	10/06/2016	15.00	POLICE FUND
Total SIEMENS, JASON:			15.00	
<b>SPRINGER PEST SOLUTIONS DSM</b>				
SPRINGER PEST SOLUTIONS D	BI-MONTHLY SERVICE	10/11/2016	79.00	LIBRARY FUND
Total SPRINGER PEST SOLUTIONS DSM:			79.00	
<b>STAUDE TRENCHING</b>				
STAUDE TRENCHING	N. N. ST SUMP LINE PROJECT	10/10/2016	3,250.00	STORMWATER UTI
Total STAUDE TRENCHING:			3,250.00	
<b>STERNQUIST CONST. INC.</b>				
STERNQUIST CONST. INC.	WEIGHT TICKET	09/26/2016	2.00	ROAD USE TAX FU
STERNQUIST CONST. INC.	WEIGHT TICKET	09/30/2016	2.00	ROAD USE TAX FU
STERNQUIST CONST. INC.	WEIGHT TICKET	10/04/2016	2.00	ROAD USE TAX FU
Total STERNQUIST CONST. INC.:			6.00	
<b>STRYKER SALES CORPORATION</b>				
STRYKER SALES CORPORATIO	2022461M	09/29/2016	104.26	AMBULANCE FUN
Total STRYKER SALES CORPORATION:			104.26	
<b>T.R.M. DISPOSAL LLC</b>				
T.R.M. DISPOSAL LLC	GARBAGE DISPOSAL ACCT #506	09/24/2016	94.00	LIBRARY FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - NORTH PLANT	09/24/2016	101.00	SEWER FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - SOUTH PLANT	09/24/2016	52.00	SEWER FUND
Total T.R.M. DISPOSAL LLC:			247.00	
<b>TELRITE CORPORATION</b>				
TELRITE CORPORATION	LONG DISTANCE SERVICE	09/22/2016	16.69	GENERAL FUND
TELRITE CORPORATION	LONG DISTANCE SERVICE	09/22/2016	2.48	GENERAL FUND
TELRITE CORPORATION	LONG DISTANCE SERVICE	09/22/2016	20.76	FIRE FUND
TELRITE CORPORATION	LONG DISTANCE SERVICE	09/22/2016	9.77	LIBRARY FUND
TELRITE CORPORATION	LONG DISTANCE SERVICE	09/22/2016	16.33	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
TELRITE CORPORATION	LONG DISTANCE SERVICE	09/22/2016	19.24	POLICE FUND
TELRITE CORPORATION	LONG DISTANCE SERVICE	09/22/2016	6.25	SEWER FUND
TELRITE CORPORATION	LONG DISTANCE SERVICE	09/22/2016	20.54	GENERAL FUND
TELRITE CORPORATION	LONG DISTANCE SERVICE	09/22/2016	1.03	AMBULANCE FUN
Total TELRITE CORPORATION:			113.09	
<b>TREASURER STATE OF IOWA</b>				
TREASURER STATE OF IOWA	3RD QTR 2016 USE TAX	10/01/2016	161.00	SEWER FUND
Total TREASURER STATE OF IOWA:			161.00	
<b>TRIZETTO PROVIDER SOLUTIONS</b>				
TRIZETTO PROVIDER Solutio	ELECTRONIC CLAIMS FILING	10/01/2016	40.10	AMBULANCE FUN
Total TRIZETTO PROVIDER SOLUTIONS:			40.10	
<b>UNIQUE MANAGEMENT SERVICES</b>				
UNIQUE MANAGEMENT SERVI	COLLECTION AGENCY FEES	10/01/2016	50.00	LIBRARY FUND
Total UNIQUE MANAGEMENT SERVICES:			50.00	
<b>UNUM LIFE INSURANCE CO OF AMERICA</b>				
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INS	10/12/2016	40.39	FIRE FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INS	10/12/2016	75.29	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD & D AND LTD INS	10/12/2016	1,078.65	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INS	10/12/2016	45.58	PARK & RECREATI
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INS	10/12/2016	43.91	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD & D AND LTD INS	10/12/2016	69.31	PARK & RECREATI
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INS	10/12/2016	121.85	ROAD USE TAX FU
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INS	10/12/2016	177.81	AMBULANCE FUN
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INS	10/12/2016	90.97	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD & D AND LTD INS	10/12/2016	85.30	LIBRARY FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INS	10/12/2016	383.13	POLICE FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INS	10/12/2016	43.28	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INS	10/12/2016	21.40	PARK & RECREATI
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INS	10/12/2016	72.76	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD & D AND LTD INS	10/12/2016	111.08	SEWER FUND
Total UNUM LIFE INSURANCE CO OF AMERICA:			2,460.71	
<b>VANDERPOOL CONSTRUCTION</b>				
VANDERPOOL CONSTRUCTIO	PORTLAND CEMENT	09/26/2016	526.68	ROAD USE TAX FU
VANDERPOOL CONSTRUCTIO	PORTLAND CEMENT	10/03/2016	388.08	ROAD USE TAX FU
VANDERPOOL CONSTRUCTIO	PORTLAND CEMENT	10/05/2016	110.88	ROAD USE TAX FU
Total VANDERPOOL CONSTRUCTION:			1,025.64	
<b>VERIZON WIRELESS</b>				
VERIZON WIRELESS	CELL PHONE FOR MONITORS	09/22/2016	42.14	AMBULANCE FUN
VERIZON WIRELESS	330 LAPTOP/330 CELL	09/26/2016	50.68	FIRE FUND
VERIZON WIRELESS	WIRELESS FOR LAPTOP	09/26/2016	30.02	SEWER FUND
VERIZON WIRELESS	EMS CELL PHONES	09/26/2016	318.91	AMBULANCE FUN
VERIZON WIRELESS	WIRELESS FOR SPARE LAPTOP	09/26/2016	20.01	GENERAL FUND
Total VERIZON WIRELESS:			461.76	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WALLER, RYAN				
WALLER, RYAN	CELL PHONE 8/9/16 - 9/8/16	09/08/2016	75.00	GENERAL FUND
WALLER, RYAN	MILEAGE	10/03/2016	417.96	GENERAL FUND
Total WALLER, RYAN:			492.96	
<b>WARREN COUNTY ENGINEER</b>				
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	10/04/2016	370.97	SEWER FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	10/04/2016	574.65	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	10/04/2016	236.57	FIRE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - MISC	10/04/2016	78.71	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	10/04/2016	846.06	AMBULANCE FUN
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	10/04/2016	1,633.69	ROAD USE TAX FU
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	10/04/2016	47.74	GENERAL FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	10/04/2016	1,729.40	POLICE FUND
Total WARREN COUNTY ENGINEER:			5,517.79	
<b>WASTE MANAGEMENT OF IOWA</b>				
WASTE MANAGEMENT OF IOW	RECYCLING APT 494-0152822-0516-8	10/01/2016	2,510.76	RECYCLING FUND
WASTE MANAGEMENT OF IOW	TRASH - OCT 2016	09/28/2016	32.00	ROAD USE TAX FU
WASTE MANAGEMENT OF IOW	RECYCLING RES 494-0152818-0516-6	10/03/2016	13,479.90	RECYCLING FUND
Total WASTE MANAGEMENT OF IOWA:			16,022.66	
<b>WELLS FARGO CCER</b>				
WELLS FARGO CCER	MCCOY TRUE VALUE Sign Stakes	09/19/2016	17.40	PARK & RECREATI
WELLS FARGO CCER	HY VEE 1271 EMS Drugs Invoice #890297	09/22/2016	237.08	AMBULANCE FUN
WELLS FARGO CCER	HOTEL WINNESHIEK IPRA Fall Workshop Lo	09/23/2016	266.56	PARK & RECREATI
WELLS FARGO CCER	I D WHOLESALERS HID Prox Cards/Printer	09/26/2016	180.00	LIBRARY FUND
WELLS FARGO CCER	MCCOY TRUE VALUE wax ring McCord	09/27/2016	4.94	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491 light bulbs	09/29/2016	16.88	PARK & RECREATI
WELLS FARGO CCER	MCCOY TRUE VALUE Softball Field Paint	09/30/2016	266.82	PARK & RECREATI
WELLS FARGO CCER	DOWNEY TIRES Tire repair on F250 pickup	09/19/2016	26.80	SEWER FUND
WELLS FARGO CCER	THE UPS STORE #6682 Return postage Knox	09/21/2016	16.62	AMBULANCE FUN
WELLS FARGO CCER	WAL-MART #1491 Eye glass inserts for SCBA	09/23/2016	30.00	FIRE FUND
WELLS FARGO CCER	HOTEL WINNESHIEK lodging IPRA Conf.	09/23/2016	266.56	PARK & RECREATI
WELLS FARGO CCER	NAPA PARTS 0000514 Alternator for Camera	09/26/2016	220.17	SEWER FUND
WELLS FARGO CCER	NEW ORLEANS CC CONC 0083 Meal	09/29/2016	8.50	SEWER FUND
WELLS FARGO CCER	MCCOY TRUE VALUE Concrete screws	09/30/2016	2.97	POOL (MEMORIAL)
WELLS FARGO CCER	WWW.NEWEGG.COM Replacement Screen fo	09/20/2016	54.77	GENERAL FUND
WELLS FARGO CCER	MABES PIZZA & RESTAURANT IPRA Worksh	09/22/2016	15.73	PARK & RECREATI
WELLS FARGO CCER	RESTAURATION IPRA Workshop Meal	09/23/2016	10.59	PARK & RECREATI
WELLS FARGO CCER	DOWNEY TIRES Tire for dowler	09/26/2016	46.65	ROAD USE TAX FU
WELLS FARGO CCER	MCCOY TRUE VALUE Epoxy floor paint and a	09/28/2016	123.29	POOL (MEMORIAL)
WELLS FARGO CCER	DMI DELL ARB BUS Return Dougs Computer	09/30/2016	58.29	PARK & RECREATI
WELLS FARGO CCER	CULVERS OF DECORA IPRA Workshop Meal	09/20/2016	15.70	PARK & RECREATI
WELLS FARGO CCER	HY VEE GAS 5052 Mini Van Fuel	09/22/2016	32.18	PARK & RECREATI
WELLS FARGO CCER	EXECUTIVE LASER WASH INC 15 passenger	09/23/2016	9.00	PARK & RECREATI
WELLS FARGO CCER	DIY LETTERING Building numbers	09/26/2016	56.37	PARK & RECREATI
WELLS FARGO CCER	INDOFF INCORPORATED File folders, sorter,	09/29/2016	55.93	GENERAL FUND
WELLS FARGO CCER	OTC BRANDS, INC. Program supplies - googl	09/30/2016	10.98	LIBRARY FUND
WELLS FARGO CCER	FAREWAY STORES #657 Outdoor Movie sup	09/19/2016	11.43	PARK & RECREATI
WELLS FARGO CCER	WWW.NEWEGGBUSINESS.COM OptiPlex 30	09/22/2016	69.99	GENERAL FUND
WELLS FARGO CCER	BUFFALO WILD WINGS 0276 IPRA Workshop	09/23/2016	14.69	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491 Zone	09/23/2016	29.70	PARK & RECREATI
WELLS FARGO CCER	DMI DELL ARB BUS Return Dougs Computer	09/27/2016	557.38	PARK & RECREATI
WELLS FARGO CCER	NEW ORLEANS AIRPORT Meal	09/29/2016	11.91	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	SP STUDIO FUSCO CCPP Posters	09/30/2016	8.75	PARK & RECREATI
WELLS FARGO CCER	WM SUPERCENTER #1491 Supplies for Speci	09/19/2016	16.64	PARK & RECREATI
WELLS FARGO CCER	AIRPORT SHUTTLE Shuttle from airport to hot	09/22/2016	40.00	SEWER FUND
WELLS FARGO CCER	MCCOY TRUE VALUE Softball Field Paint	09/23/2016	29.65	PARK & RECREATI
WELLS FARGO CCER	I D WHOLESALERS HID Prox Cards	09/26/2016	96.00	GENERAL FUND
WELLS FARGO CCER	NAPA PARTS 0000514 Silicone pray for medic	09/28/2016	53.64	AMBULANCE FUN
WELLS FARGO CCER	CROWNE PLAZA HOTEL KC ICMA Conferenc	09/29/2016	427.78	GENERAL FUND
WELLS FARGO CCER	IOWA PARK AND RECREATION IPRA Fall wo	09/20/2016	130.00-	PARK & RECREATI
WELLS FARGO CCER	RESTAURATION meal for 2	09/22/2016	22.26	PARK & RECREATI
WELLS FARGO CCER	MCCOY TRUE VALUE Activity Center two box	09/23/2016	97.10	PARK & RECREATI
WELLS FARGO CCER	WALGREENS #5943 Senior board photo	09/26/2016	4.27	PARK & RECREATI
WELLS FARGO CCER	INDOFF INCORPORATED Office Supplies	09/29/2016	109.53	AMBULANCE FUN
WELLS FARGO CCER	COUSINS BBQ - AIRFIELD Meal	09/30/2016	14.06	SEWER FUND
WELLS FARGO CCER	CASEYS GEN STORE 2097 Propane exchang	09/19/2016	33.51	POOL (MEMORIAL)
WELLS FARGO CCER	NOBLE FORD INC Core return for medic 246 b	09/22/2016	50.00-	AMBULANCE FUN
WELLS FARGO CCER	BUFFALO WILD WINGS 0276 IPRA Workshop	09/23/2016	29.38	PARK & RECREATI
WELLS FARGO CCER	I D WHOLESALERS HID Prox Cards/Printer	09/26/2016	180.00	ROAD USE TAX FU
WELLS FARGO CCER	MCDONALDS F10983 Meal	09/27/2016	6.53	SEWER FUND
WELLS FARGO CCER	COLORBLEND FLOWERBULB Bulbs for Bux	09/29/2016	657.80	PARK & RECREATI
WELLS FARGO CCER	AMAZON MKTPLACE PMTS Waterproof LED I	09/30/2016	8.90	PARK & RECREATI
WELLS FARGO CCER	CULVERS OF DECORA IPRA Workshop Meal	09/20/2016	7.49	PARK & RECREATI
WELLS FARGO CCER	MABES PIZZA & RESTAURANT IPRA Worksh	09/22/2016	31.45	PARK & RECREATI
WELLS FARGO CCER	RESTAURATION IPRA Workshop Meal	09/23/2016	21.16	PARK & RECREATI
WELLS FARGO CCER	SUNDOWN EQUIPMENT mower deck spring	09/26/2016	27.14	PARK & RECREATI
WELLS FARGO CCER	INDOFF INCORPORATED 3 pk of post-it notes	09/29/2016	26.79	GENERAL FUND
WELLS FARGO CCER	OHALLORAN - CARROLL New horns for Engi	09/30/2016	107.98	FIRE FUND
WELLS FARGO CCER	GOVERNMENT FINANCE City GFOA Member	09/21/2016	190.00	GENERAL FUND
WELLS FARGO CCER	MCCOY TRUE VALUE Floor epoxy and suppli	09/23/2016	117.40	POOL (MEMORIAL)
WELLS FARGO CCER	THEISENS #21 2 inch inlet plugs	09/23/2016	18.69	POOL (MEMORIAL)
WELLS FARGO CCER	WM SUPERCENTER #1491 Softball Concessi	09/26/2016	22.44	PARK & RECREATI
WELLS FARGO CCER	SOUTHEASTERN EMERGENCY EQ EMS Su	09/29/2016	1,838.85	AMBULANCE FUN
WELLS FARGO CCER	SHERATON NEW ORLEANS Hotel for WEFTE	09/30/2016	1,118.56	SEWER FUND
WELLS FARGO CCER	B&H PHOTO, 800-606-6969 ID Card Ribbon	09/01/2016	89.00	GENERAL FUND
WELLS FARGO CCER	MCCOY TRUE VALUE plumbing elbow	09/01/2016	7.19	PARK & RECREATI
WELLS FARGO CCER	WM SUPERCENTER #1491 Teen programs	09/02/2016	17.94	LIBRARY FUND
WELLS FARGO CCER	TMS IOWA PRISON INDUST new officer unifor	09/05/2016	225.00	POLICE FUND
WELLS FARGO CCER	MCCOY TRUE VALUE Caulking for Time Laps	09/08/2016	9.88	GENERAL FUND
WELLS FARGO CCER	MENARDS DES MOINES IA replacement light	09/09/2016	42.98	PARK & RECREATI
WELLS FARGO CCER	PER MAR SECURITY SERVI Activity Center Fi	09/12/2016	127.62	PARK & RECREATI
WELLS FARGO CCER	IN DES MOINES STEEL FENC fence ties	09/13/2016	38.00	PARK & RECREATI
WELLS FARGO CCER	WM SUPERCENTER #1491 Toaster for dayro	09/15/2016	69.13	FIRE FUND
WELLS FARGO CCER	WALMART.COM 8009666546 Stand	09/19/2016	46.53	AMBULANCE FUN
WELLS FARGO CCER	DOWNEY TIRES Tire for dowler	09/01/2016	46.65	ROAD USE TAX FU
WELLS FARGO CCER	DMI DELL ARB BUS Partial Charge for Dougs	09/02/2016	557.38	PARK & RECREATI
WELLS FARGO CCER	AGRILAND FS 100143818 Deluxe Grass See	09/02/2016	100.00	PARK & RECREATI
WELLS FARGO CCER	THEISENS #21 Case of Lithflex Multipurpose	09/05/2016	16.90	PARK & RECREATI
WELLS FARGO CCER	HAVENER ENTERPRISES INC blade sharpen	09/08/2016	46.00	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491 Supplies	09/09/2016	19.76	GENERAL FUND
WELLS FARGO CCER	DOWNEY TIRES Tire Repair for a Tire on Bat	09/12/2016	54.93	PARK & RECREATI
WELLS FARGO CCER	MOOD PANDORA Monthly Phone Music	09/14/2016	26.95	GENERAL FUND
WELLS FARGO CCER	SAMSCLUB #6344 Special Needs Dance supp	09/15/2016	197.31	PARK & RECREATI
WELLS FARGO CCER	IEMSA renewal of IEMSA membership. Saves	09/19/2016	30.00	FIRE FUND
WELLS FARGO CCER	PARTY CITY JGs retirement reception	09/01/2016	26.00	LIBRARY FUND
WELLS FARGO CCER	INTERSTATE ALL BATTERY Batteries for SC	09/02/2016	251.40	FIRE FUND
WELLS FARGO CCER	VAN WALL EQUIPMENT Hose for unit 8	09/05/2016	74.54	ROAD USE TAX FU
WELLS FARGO CCER	THEISENS #21 hitch pin and clips	09/07/2016	7.84	PARK & RECREATI
WELLS FARGO CCER	WM SUPERCENTER #1491 Softball First Aid	09/09/2016	23.69	PARK & RECREATI
WELLS FARGO CCER	OREILLY AUTO 00003376 Front brake pads	09/12/2016	50.88	AMBULANCE FUN



Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	MCCOY TRUE VALUE 3 bolt snap clips for flag	09/13/2016	7.53	FIRE FUND
WELLS FARGO CCER	MENARDS DES MOINES IA light troffer	09/14/2016	85.96	PARK & RECREATI
WELLS FARGO CCER	MCCOY TRUE VALUE Softball Field Paint	09/16/2016	62.00	PARK & RECREATI
WELLS FARGO CCER	VAN WALL EQUIPMENT Parts	09/01/2016	72.46	ROAD USE TAX FU
WELLS FARGO CCER	WM SUPERCENTER #1491 Softball Concessi	09/01/2016	26.42	PARK & RECREATI
WELLS FARGO CCER	MCCOY TRUE VALUE Sprayer	09/02/2016	38.69	PARK & RECREATI
WELLS FARGO CCER	NFPA NATL FIRE PROTECT NFPA Fire Preve	09/05/2016	302.45	FIRE FUND
WELLS FARGO CCER	INDOFF INCORPORATED Office Supplies	09/08/2016	56.32	AMBULANCE FUN
WELLS FARGO CCER	MCCOY TRUE VALUE breaker	09/09/2016	4.49	PARK & RECREATI
WELLS FARGO CCER	CNM OUTDOOR EQUIPM Oil Filler Cap for 02	09/12/2016	6.57	PARK & RECREATI
WELLS FARGO CCER	HAYNEEDLE INC Table for Council Chambers	09/14/2016	135.98	GENERAL FUND
WELLS FARGO CCER	SAMSClub #6344 Appreciation Luncheon sup	09/15/2016	26.27	POOL (MEMORIAL)
WELLS FARGO CCER	IEMSA IEMSA Annual EMS conference	09/19/2016	280.00	FIRE FUND
WELLS FARGO CCER	DATABUG LLC 2.5 inch HD for old Rec Super I	09/01/2016	93.00	GENERAL FUND
WELLS FARGO CCER	DIAMOND VOGEL PAINT #224 1 gallon paint f	09/01/2016	53.48	POOL (MEMORIAL)
WELLS FARGO CCER	DEMCO INC Covering supplies	09/02/2016	96.48	LIBRARY FUND
WELLS FARGO CCER	TMS IOWA PRISON INDUST new officer unifor	09/05/2016	225.00	POLICE FUND
WELLS FARGO CCER	INDOFF INCORPORATED Supplies - Mouse P	09/08/2016	7.68	GENERAL FUND
WELLS FARGO CCER	CAPITAL CITY EQUIPMENT Kubota wheel be	09/09/2016	61.70	PARK & RECREATI
WELLS FARGO CCER	HEIMAN FIRE EQUIPMENT Elbow Truck 334	09/12/2016	91.68	FIRE FUND
WELLS FARGO CCER	WM SUPERCENTER #1491 Activity Center DV	09/13/2016	29.88	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491 Supplies for Special Needs	09/14/2016	43.71	PARK & RECREATI
WELLS FARGO CCER	BESTBUYCOM789945002479 clerical printer	09/19/2016	190.77	POLICE FUND
WELLS FARGO CCER	WM SUPERCENTER #1491 new officer pics	09/01/2016	4.74	POLICE FUND
WELLS FARGO CCER	SP STUDIO FUSCO officer cards	09/02/2016	42.40	POLICE FUND
WELLS FARGO CCER	MCCOY TRUE VALUE Fertilizer and insecticide	09/02/2016	46.76	PARK & RECREATI
WELLS FARGO CCER	SOUTHEASTERN EMERGENCY EQ EMS Su	09/07/2016	1,976.57	AMBULANCE FUN
WELLS FARGO CCER	IOWA SOCIETY OF CPA IACPA Membership	09/09/2016	230.00	GENERAL FUND
WELLS FARGO CCER	GARDEN AND ASSOCIATES LTD Prairie Glyn	09/12/2016	2,096.52	GENERAL FUND
WELLS FARGO CCER	WAL-MART #1491 Zone, Mad Science, office	09/12/2016	101.42	PARK & RECREATI
WELLS FARGO CCER	DUST PROS JANITORIAL Activity Center Clea	09/14/2016	1,562.00	PARK & RECREATI
WELLS FARGO CCER	PAYPAL MADETECHNOL PRI P2016 Monitor	09/16/2016	117.92	GENERAL FUND
WELLS FARGO CCER	SPENCER MUNICIPAL HOSPITA CPR cards	09/01/2016	72.00	FIRE FUND
WELLS FARGO CCER	SP STUDIO FUSCO tow vehicle warning	09/02/2016	35.16	POLICE FUND
WELLS FARGO CCER	WM SUPERCENTER #1491 Batteries for Time	09/05/2016	19.66	GENERAL FUND
WELLS FARGO CCER	MCCOY TRUE VALUE Garage Door Hardware	09/07/2016	6.45	PARK & RECREATI
WELLS FARGO CCER	NAPA PARTS 0000514 presser washer repair	09/09/2016	9.29	ROAD USE TAX FU
WELLS FARGO CCER	USCC CALL CENTER Cell phone charges	09/12/2016	54.89	GENERAL FUND
WELLS FARGO CCER	INDOFF INCORPORATED Supplies - Toner	09/13/2016	85.68	ROAD USE TAX FU
WELLS FARGO CCER	DUST PROS JANITORIAL Activity Center Clea	09/14/2016	88.75	PARK & RECREATI
WELLS FARGO CCER	WM SUPERCENTER #1491 Coffee Creamer	09/16/2016	5.68	GENERAL FUND
WELLS FARGO CCER	SP GOBULK.COM 25 earbuds	09/01/2016	24.44	LIBRARY FUND
WELLS FARGO CCER	CHUMBLEYS AUTO CARE Refill gas cans that	09/02/2016	16.73	FIRE FUND
WELLS FARGO CCER	WM SUPERCENTER #1491 Clorox Wipes	09/05/2016	4.63	GENERAL FUND
WELLS FARGO CCER	USPS 18436506231205586 Pool Party tshirt	09/07/2016	9.45	POOL (MEMORIAL)
WELLS FARGO CCER	IOWA PARK AND RECREATION IPRA Fall W	09/09/2016	150.00	PARK & RECREATI
WELLS FARGO CCER	MCCOY TRUE VALUE Screws for Time Lapse	09/12/2016	.97	GENERAL FUND
WELLS FARGO CCER	LYNN CARD COMPANY Thank you cards	09/13/2016	57.45	AMBULANCE FUN
WELLS FARGO CCER	SQ CR SERVICES tp, broom,can liners	09/14/2016	144.02	PARK & RECREATI
WELLS FARGO CCER	CNM OUTDOOR EQUIPM Oil plug for saw on	09/16/2016	6.02	FIRE FUND
WELLS FARGO CCER	WAL-MART #1491 JGs retirement reception	09/01/2016	11.94	LIBRARY FUND
WELLS FARGO CCER	INDOFF INCORPORATED 1 ream paper	09/02/2016	9.06	LIBRARY FUND
WELLS FARGO CCER	TMS IOWA PRISON INDUST new officer unifor	09/05/2016	225.00	POLICE FUND
WELLS FARGO CCER	AMAZON MKTPLACE PMTS Sign holder - The	09/07/2016	14.47	PARK & RECREATI
WELLS FARGO CCER	CAPITAL CITY EQUIPMENT Kubota spindle b	09/09/2016	43.93	PARK & RECREATI
WELLS FARGO CCER	NOBLE FORD INC Right front brake caliper for	09/12/2016	186.05	AMBULANCE FUN
WELLS FARGO CCER	JETHRO N JAKES SMOKEHOUSE Dinner for	09/13/2016	181.45	FIRE FUND
WELLS FARGO CCER	MCCOY TRUE VALUE 4 light tubes	09/14/2016	28.73	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	WAL-MART #1491 Softball Concessions	09/16/2016	16.50	PARK & RECREATI
WELLS FARGO CCER	AMAZON.COM Exchange Server Books	09/01/2016	49.98	GENERAL FUND
WELLS FARGO CCER	ADOBE CREATIVE CLOUD monthly fee	09/01/2016	49.99	PARK & RECREATI
WELLS FARGO CCER	MCCOY TRUE VALUE Weed Trimmer and Ro	09/02/2016	82.76	PARK & RECREATI
WELLS FARGO CCER	ALERT ALL CORP Black Childrens Fire Helme	09/05/2016	348.00	FIRE FUND
WELLS FARGO CCER	MCCOY TRUE VALUE Bathroom repair	09/08/2016	10.86	ROAD USE TAX FU
WELLS FARGO CCER	MCCOY TRUE VALUE Wasp and Hornet Spra	09/09/2016	13.47	PARK & RECREATI
WELLS FARGO CCER	DLH GRAFX Flag Football League Shirts	09/12/2016	691.12	PARK & RECREATI
WELLS FARGO CCER	OREILLY AUTO 00003376 wiper blades	09/13/2016	26.58	PARK & RECREATI
WELLS FARGO CCER	DANKO EMERGENCY EQUIPMENT Cutters e	09/15/2016	370.45	FIRE FUND
WELLS FARGO CCER	MCDONALD LOCKSMITH SUPPLY Battery pa	09/19/2016	81.84	FIRE FUND
Total WELLS FARGO CCER:			20,312.09	
<b>WIEGERT DISPOSAL CO.</b>				
WIEGERT DISPOSAL CO.	DUMPSTER - PARKS	10/01/2016	185.00	PARK & RECREATI
WIEGERT DISPOSAL CO.	DUMPSTER - SOFTBALL	10/01/2016	125.00	PARK & RECREATI
WIEGERT DISPOSAL CO.	DUMPSTER - MAC	10/01/2016	35.00	POOL (MEMORIAL)
WIEGERT DISPOSAL CO.	DUMPSTER - ACT. CENTER	10/01/2016	25.00	PARK & RECREATI
Total WIEGERT DISPOSAL CO.:			370.00	
<b>WOOSLEY LANDSCAPING &amp; MOWING</b>				
WOOSLEY LANDSCAPING & M	MOWING - PLANT	10/04/2016	1,200.00	SEWER FUND
WOOSLEY LANDSCAPING & M	MOWING - LIFTS	10/04/2016	320.00	SEWER FUND
Total WOOSLEY LANDSCAPING & MOWING:			1,520.00	
<b>WT. COX SUBSCRIPTIONS</b>				
WT. COX SUBSCRIPTIONS	MAGAZINE SUBSCRIPTION 1 YEAR	09/08/2016	61.59	LIBRARY SPECIAL
Total WT. COX SUBSCRIPTIONS:			61.59	
Grand Totals:			210,848.08	

City Council: \_\_\_\_\_

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**Meeting Date:** 10/17/2016

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**Information**

**Subject**

City Treasurer's Report for August 2016 - Doug Shull

**Information**

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**Fiscal Impact**

**Attachments**

August 2016 Treasurer Report

August 2015 Treasurer Report

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**FINANCIAL REPORT**  
**MONTH OF AUGUST, 2016**

Page 1

FUND	Beginning Balance	Monies Received	Monies Disbursed	Transfer In	Transfer Out	Clerk's Balance	% of Total
001 General Government	1,569,815.36	74,656.52	159,790.71	130,580.44	198,503.28	1,416,758.33	
011 Police	566,598.27	366.85	200,842.94	26,508.34	324.45	392,306.07	
015 Fire	477,084.63	9,197.01	35,016.77	0.00	24.72	451,240.15	
016 Ambulance	259,473.47	58,161.73	79,638.50	0.00	5,572.66	232,424.04	
041 Library	-26,315.42	1,525.69	40,426.07	0.00	61.80	-65,277.60	
042 Park & Recreation	400,726.46	27,590.45	101,411.34	0.00	108.15	326,797.42	
045 Memorial Pool	-6,609.29	14,701.20	38,830.44	0.00	0.00	-30,738.53	
071 General Fund Deb Service	55,021.48	0.00	0.00	0.00	0.00	55,021.48	
099 Franchise Fees-MEC	476,911.18	19,613.32	0.00	0.00	0.00	496,524.50	
<b>GENERAL FUND SUB-TOTAL</b>	<b>3,772,706.14</b>	<b>205,812.77</b>	<b>655,956.77</b>	<b>157,088.78</b>	<b>204,595.06</b>	<b>3,275,055.86</b>	
110 Road Use Tax (Streets)	1,214,431.62	203,643.55	89,626.89	0.00	16,449.82	1,311,998.46	
112 Trust & Agency	0.00	0.00	0.00	0.00	0.00	0.00	
115 YMCA Maintenance Obligations	185,191.46	0.00	0.00	100,000.00	0.00	285,191.46	
121 Local Option Sales Tax	0.00	0.00	0.00	0.00	0.00	0.00	
125 TIF--Downtown	1,024,663.81	0.00	0.00	0.00	0.00	1,024,663.81	
141 Library Special Revenue	36,114.73	5,646.32	8,830.90	0.00	0.00	32,930.15	
142 Park & Rec Special Revenue	141,733.96	2,715.01	278.30	0.00	0.00	144,170.67	
160 Downtown Revolving Loan	149,711.06	2,105.76	0.00	0.00	0.00	151,816.82	
161 Downtown Business Inc Program	32,715.21	0.00	540.83	0.00	0.00	32,174.38	
177 Police Forfeiture	19,830.07	0.00	0.00	0.00	0.00	19,830.07	
190 Vehicle Reserve	69,684.94	0.00	0.00	2,333.33	0.00	72,018.27	
199 Police Retirement	88,851.88	87.19	0.00	0.00	1,041.67	87,897.40	
<b>SPECIAL REVENUES SUB-TOTAL</b>	<b>2,962,928.74</b>	<b>214,197.83</b>	<b>99,276.92</b>	<b>102,333.33</b>	<b>17,491.49</b>	<b>3,162,691.49</b>	
<b>200 DEBT SERVICE (SUB-TOTAL)</b>	<b>1,106,284.72</b>	<b>0.00</b>	<b>0.00</b>	<b>35,166.66</b>	<b>0.00</b>	<b>1,141,451.38</b>	
301 Capital Projects (General)	407,784.39	0.00	13,599.25	96,000.00	0.00	490,185.14	
321 Capital Projects (Streets)	124,156.07	140.00	509.67	0.00	0.00	123,786.40	
344 Community Athletic Facility	2,496.94	2.51	266.36	0.00	0.00	2,233.09	
353 Community ReDevelopment (D&D)	-52,194.89	0.00	0.00	0.00	0.00	-52,194.89	
<b>CAPITAL PROJECTS SUB-TOTAL</b>	<b>482,242.51</b>	<b>142.51</b>	<b>14,375.28</b>	<b>96,000.00</b>	<b>0.00</b>	<b>564,009.74</b>	
610 Sewer	603,676.71	0.00	72,707.34	137,800.00	37,102.26	631,667.11	
650 Stormwater Utility	512,416.84	16,790.28	240.54	0.00	5,050.00	523,916.58	
670 Recycling	91,142.27	18,046.66	16,047.66	0.00	1,541.67	91,599.60	
710 Sewer Capital Projects	449,961.21	264,399.47	10,118.56	0.00	209,616.66	494,625.46	
771 Sewer Reserve	114,238.70	0.00	0.00	0.00	0.00	114,238.70	
781 Sewer Plant Improvement	369,655.80	0.00	0.00	2,083.33	0.00	371,739.13	
791 Sewer Revenue Bonds	360,112.80	0.00	0.00	58,250.00	0.00	418,362.80	
820 Health Insurance	701,290.75	108,881.28	110,513.87	0.00	0.00	699,658.16	
830 Health Reimbursement Account	237,845.14	0.00	17,302.57	0.00	0.00	220,542.57	
840 Flex/STD	207,206.28	2,665.58	0.00	1,344.15	0.00	211,216.01	
850 Liability Insurance Reserve--City	27,802.98	27.12	0.00	0.00	0.00	27,830.10	
<b>CITY UTILITY &amp; IS SUB-TOTAL</b>	<b>3,675,349.48</b>	<b>410,810.39</b>	<b>226,930.54</b>	<b>199,477.48</b>	<b>253,310.59</b>	<b>3,805,396.22</b>	
<b>TOTAL CITY FUNDS</b>	<b>11,999,511.59</b>	<b>830,963.50</b>	<b>996,539.51</b>	<b>590,066.25</b>	<b>475,397.14</b>	<b>11,948,604.69</b>	<b>59%</b>
<b>TOTAL IMU FUNDS</b>	<b>7,788,323.59</b>	<b>1,911,591.87</b>	<b>1,321,613.37</b>	<b>153,525.01</b>	<b>268,194.12</b>	<b>8,263,632.98</b>	<b>41%</b>
<b>GRAND TOTAL CITY &amp; IMU</b>	<b>19,787,835.18</b>	<b>2,742,555.37</b>	<b>2,318,152.88</b>	<b>743,591.26</b>	<b>743,591.26</b>	<b>20,212,237.67</b>	
Cross Check Total						20,212,237.67	
<b>Investments</b>					Clerk's Balance	20,212,237.67	
Bankers Trust	\$ 17,210,699.96	1.60%					
Iowa Public Agency Inv. Trust	\$ 111,147.21	0.062%			Plus Outstanding Checks	88,537.49	
Payroll Account, City State Bank	\$ -	Earnings Credit					
Checking Account, City State Bank	\$ 244,928.98	Earnings Credit			Oustanding Deposit	-18,211.49	
Checking & Payroll Account, Community Bank	\$ -						
Sweep Account, City State Bank	\$ 2,713,046.80	0.40%					
Wells Fargo	\$ 2,740.72						
<b>BANK BALANCE</b>	<b>20,282,563.67</b>					<b>20,282,563.67</b>	

600 Water	26,775.39	236,959.21	98,185.35	0.00	111,858.62	53,690.63
620 IMU Administration	-49,639.77	0.00	-15,614.76	0.00	-34,025.01	0.00
625 Revolving Economic Development	106,976.77	104.62	0.00	0.00	0.00	107,081.39
626 USDA RLF	300,000.00	0.00	0.00	0.00	0.00	300,000.00
630 Electric	2,077,140.43	1,411,205.48	1,163,198.42	22,566.67	184,211.00	2,163,503.16
640 Fiber/Communications	282,251.71	32,860.52	10,147.55	0.00	6,149.51	298,815.17
700 Water Capital Projects	994,460.74	0.00	8,387.10	35,991.67	0.00	1,022,065.31
730 Electric Capital Projects	3,316,174.84	230,448.49	57,309.71	0.00	0.00	3,489,313.62
740 Fiber/Comm Capital Projects	0.00	0.00	0.00	0.00	0.00	0.00
770 Water Reserve	135,000.00	0.00	0.00	0.00	0.00	135,000.00
773 Electric Reserve	0.00	0.00	0.00	0.00	0.00	0.00
780 Water Capital Improvement	75,000.00	0.00	0.00	0.00	0.00	75,000.00
783 Electric Improvement	0.00	0.00	0.00	0.00	0.00	0.00
790 Water Revenue Bonds	183,448.85	0.00	0.00	23,066.67	0.00	206,515.52
793 Electric Revenue Bonds	325,873.79	0.00	0.00	71,900.00	0.00	397,773.79
855 Liability Insurance Reserve--IMU	14,860.84	13.55	0.00	0.00	0.00	14,874.39
<b>IMU SUB-TOTAL</b>	<b>7,788,323.59</b>	<b>1,911,591.87</b>	<b>1,321,613.37</b>	<b>153,525.01</b>	<b>268,194.12</b>	<b>8,263,632.98</b>

<b>INTEREST DISTRIBUTION</b>	<b>INTEREST</b>		<b>CALYTD</b>	<b>FYTD</b>
	<b>INCOME</b>	<b>% OF TOTAL</b>		
Electric Funds	\$ 5,856.05	30.23%	\$ 49,935.41	\$ 7,374.28
Water Funds	\$ 1,365.83	7.05%	\$ 11,009.90	\$ 1,732.72
Sewer Funds	\$ 1,377.47	7.11%	\$ 13,408.09	\$ 1,847.78
Police Retirement	\$ 87.19	0.45%	\$ 789.41	\$ 110.06
Community Redevelopment		0.00%	\$ -	\$ -
All other	\$ 10,687.02	55.16%	\$ 96,013.68	\$ 13,505.48
<b>TOTAL</b>	\$ 19,373.56	100.00%	\$ 171,156.49	\$ 24,570.32

**FINANCIAL REPORT**  
**MONTH OF AUGUST, 2015**

Page 1

FUND	Beginning Balance	Monies Received	Monies Disbursed	Transfer In	Transfer Out	Clerk's Balance	% of Total
001 General Government	1,125,334.19	76,384.60	145,721.55	117,985.93	2,768.73	1,171,214.44	
011 Police	214,834.25	460.46	167,259.93	24,875.00	324.45	72,585.33	
015 Fire	272,026.64	8,861.92	34,426.19	0.00	24.72	246,437.65	
016 Ambulance	294,815.81	76,537.48	74,543.81	0.00	5,572.66	291,236.82	
041 Library	-40,045.38	1,524.90	53,598.95	0.00	61.80	-92,181.23	
042 Park & Recreation	378,388.14	24,532.52	92,173.25	0.00	123.60	310,623.81	
045 Memorial Pool	-54,350.54	16,703.58	27,327.25	0.00	0.00	-64,974.21	
071 General Fund Deb Service	55,904.59	0.00	0.00	0.00	0.00	55,904.59	
099 Franchise Fees-MEC	386,085.70	0.00	0.00	0.00	0.00	386,085.70	
<b>GENERAL FUND SUB-TOTAL</b>	<b>2,632,993.40</b>	<b>205,005.46</b>	<b>595,050.93</b>	<b>142,860.93</b>	<b>8,875.96</b>	<b>2,376,932.90</b>	
110 Road Use Tax (Streets)	1,136,108.08	204,912.94	79,746.60	0.00	15,866.48	1,245,407.94	
112 Trust & Agency	0.00	0.00	0.00	0.00	0.00	0.00	
115 YMCA Maintenance Obligations	93,081.46	0.00	0.00	0.00	0.00	93,081.46	
125 TIF--Downtown	390,209.60	0.00	0.00	0.00	0.00	390,209.60	
126 TIF--East Hwy 92	15,780.80	0.00	0.00	0.00	0.00	15,780.80	
127 TIF--Hillcrest/Industrial Park	80,417.38	0.00	0.00	0.00	0.00	80,417.38	
141 Library Special Revenue	34,918.83	1,337.28	686.02	0.00	0.00	35,570.09	
142 Park & Rec Special Revenue	136,391.12	2,502.87	3,763.28	0.00	0.00	135,130.71	
160 Downtown Revolving Loan	64,094.33	2,105.76	0.00	0.00	0.00	66,200.09	
161 Downtown Business Inc Program	63,855.63	0.00	603.31	0.00	0.00	63,252.32	
177 Police Forfeiture	19,830.07	0.00	0.00	0.00	0.00	19,830.07	
190 Vehicle Reserve	68,187.72	0.00	0.00	2,083.33	0.00	70,271.05	
199 Police Retirement	99,962.87	127.84	0.00	0.00	1,041.67	99,049.04	
<b>SPECIAL REVENUES SUB-TOTAL</b>	<b>2,202,837.89</b>	<b>210,986.69</b>	<b>84,799.21</b>	<b>2,083.33</b>	<b>16,908.15</b>	<b>2,314,200.55</b>	
<b>200 DEBT SERVICE (SUB-TOTAL)</b>	<b>1,333,794.90</b>	<b>0.00</b>	<b>0.00</b>	<b>51,600.00</b>	<b>0.00</b>	<b>1,385,394.90</b>	
301 Capital Projects (General)	101,989.73	0.00	0.00	0.00	0.00	101,989.73	
321 Capital Projects (Streets)	-152,748.55	475.00	200.00	0.00	0.00	-152,473.55	
344 Community Athletic Facility	5,728.89	7.58	873.75	0.00	0.00	4,862.72	
353 Community ReDevelopment (D&D)	-43,589.89	0.00	0.00	0.00	0.00	-43,589.89	
<b>CAPITAL PROJECTS SUB-TOTAL</b>	<b>-88,619.82</b>	<b>482.58</b>	<b>1,073.75</b>	<b>0.00</b>	<b>0.00</b>	<b>-89,210.99</b>	
610 Sewer	288,343.54	0.00	81,872.98	143,725.00	35,935.59	314,259.97	
650 Stormwater Utility	438,741.39	16,727.62	0.00	0.00	5,116.67	450,352.34	
670 Recycling	77,686.60	18,253.11	15,492.80	0.00	1,508.33	78,938.58	
710 Sewer Capital Projects	252,844.66	249,667.60	15,845.65	0.00	231,466.67	255,199.94	
771 Sewer Reserve	114,238.70	0.00	0.00	0.00	0.00	114,238.70	
781 Sewer Plant Improvement	344,655.84	0.00	0.00	2,083.33	0.00	346,739.17	
791 Sewer Revenue Bonds	324,036.19	0.00	0.00	58,791.67	0.00	382,827.86	
820 Health Insurance	963,283.79	119,488.92	101,807.36	0.00	0.00	980,965.35	
830 Health Reimbursement Account	333,215.16	0.00	14,509.74	0.00	0.00	318,705.42	
840 Flex/STD	213,318.15	1,975.40	4,949.50	1,375.05	0.00	211,719.10	
850 Liability Insurance Reserve--City	36,557.70	45.50	440.11	0.00	0.00	36,163.09	
<b>CITY UTILITY &amp; IS SUB-TOTAL</b>	<b>3,386,921.72</b>	<b>406,158.15</b>	<b>234,918.14</b>	<b>205,975.05</b>	<b>274,027.26</b>	<b>3,490,109.52</b>	
<b>TOTAL CITY FUNDS</b>	<b>9,467,928.09</b>	<b>822,632.88</b>	<b>915,842.03</b>	<b>402,519.31</b>	<b>299,811.37</b>	<b>9,477,426.88</b>	<b>56%</b>
<b>TOTAL IMU FUNDS</b>	<b>6,460,818.23</b>	<b>1,800,318.18</b>	<b>846,966.85</b>	<b>183,166.68</b>	<b>285,874.62</b>	<b>7,311,461.62</b>	<b>44%</b>
<b>GRAND TOTAL CITY &amp; IMU</b>	<b>15,928,746.32</b>	<b>2,622,951.06</b>	<b>1,762,808.88</b>	<b>585,685.99</b>	<b>585,685.99</b>	<b>16,788,888.50</b>	
Cross Check Total						16,788,888.50	
<b>Investments</b>							
Bankers Trust	\$ 13,965,333.41	2.04%				Clerk's Balance	16,788,888.50
Iowa Public Agency Inv. Trust	\$ 111,118.61	0.010%				Plus Outstanding Checks	128,769.57
Payroll Account, City State Bank	\$ -	Earnings Credit					
Checking Account, City State Bank	\$ 225,676.84	Earnings Credit				Oustanding Deposit	-45,123.68
Checking & Payroll Account, Community Bank	\$ -						
Sweep Account, City State Bank	\$ 2,570,405.53	0.04%					
<b>BANK BALANCE</b>	<b>16,872,534.39</b>						<b>16,872,534.39</b>

600 Water	54,514.56	196,059.38	77,301.37	0.00	118,051.04	55,221.53
620 IMU Administration	55,566.94	0.00	48,541.19	88,350.00	31,245.13	64,130.62
625 Revolving Economic Development	105,025.81	132.18	0.00	0.00	0.00	105,157.99
626 USDA RLF	225,000.00	0.00	0.00	0.00	0.00	225,000.00
630 Electric	1,235,721.92	1,252,193.20	282,318.23	22,566.67	126,767.52	2,101,396.04
640 Fiber/Communications	311,112.34	28,747.19	36,362.04	0.00	9,810.93	293,686.56
700 Water Capital Projects	956,358.57	0.00	2,080.57	35,991.67	0.00	990,269.67
730 Electric Capital Projects	2,757,043.04	323,166.73	400,363.45	-58,333.33	0.00	2,621,512.99
740 Fiber/Comm Capital Projects	0.00	0.00	0.00	0.00	0.00	0.00
770 Water Reserve	135,000.00	0.00	0.00	0.00	0.00	135,000.00
773 Electric Reserve	0.00	0.00	0.00	0.00	0.00	0.00
780 Water Capital Improvement	75,000.00	0.00	0.00	0.00	0.00	75,000.00
783 Electric Improvement	0.00	0.00	0.00	0.00	0.00	0.00
790 Water Revenue Bonds	183,767.18	0.00	0.00	22,925.00	0.00	206,692.18
793 Electric Revenue Bonds	350,628.29	0.00	0.00	71,666.67	0.00	422,294.96
855 Liability Insurance Reserve--IMU	16,079.58	19.50	0.00	0.00	0.00	16,099.08
<b>IMU SUB-TOTAL</b>	<b>6,460,818.23</b>	<b>1,800,318.18</b>	<b>846,966.85</b>	<b>183,166.68</b>	<b>285,874.62</b>	<b>7,311,461.62</b>

<b>INTEREST DISTRIBUTION</b>	<b>INTEREST</b>			
	<b>INCOME</b>	<b>% OF TOTAL</b>	<b>CALYTD</b>	<b>FYTD</b>
Electric Funds	\$ 7,626.17	35.20%	\$ 72,783.62	\$ 15,624.42
Water Funds	\$ 1,770.29	8.17%	\$ 16,910.45	\$ 4,057.98
Sewer Funds	\$ 1,239.42	5.72%	\$ 17,322.68	\$ 3,521.32
Police Retirement	\$ 127.84	0.59%	\$ 1,146.71	\$ 269.73
Community Redevelopment	\$ -	0.00%	\$ 12,930.95	\$ -
All other	\$ 10,904.56	50.32%	\$ 87,954.19	\$ 27,153.00
<b>TOTAL</b>	\$ 21,668.28	100.00%	\$ 209,048.60	\$ 50,626.45

**Meeting Date:** 10/17/2016

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**Information**

**Subject**

Simpson College Prairie Restoration Presentation

**Information**

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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**Meeting Date:** 10/17/2016

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**Information**

**Subject**

Update and request from the Chamber of Commerce

**Information**

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**Fiscal Impact**

**Attachments**

Chamber E-mail

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## Chamber Presentation and Request at next City Council Meeting

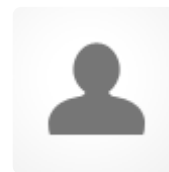
Thu 10/13/2016 11:21 AM

**From:** Brenda Easter

**To:** "dbowlin@cityofindianola.com"

**Cc:** "Ryan J. Waller"

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Hi Diana!

Ryan asked that I send you a note regarding the upcoming City Council. The Chamber would like to provide a short presentation updating the City Council on the work of the Indianola Chamber and make a request for funds.

Please let me know if you need anything else.

Thanks!

Brenda

*Brenda Easter*

**Executive Director**



104 N. Howard

Ph: (515) 961-6269

F: (515) 961-9753

[brenda@indianolachamber.com](mailto:brenda@indianolachamber.com)

Powered by:



*Indians*

**Attachments:**

- image001.jpg
- image002.jpg
- image003.jpg
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- image006.jpg
- image007.jpg
- image008.jpg

**Meeting Date:** 10/17/2016

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**Information**

**Subject**

Public hearing on an application for a prior approval of an industrial tax abatement at 1820 N. 7th Street, Indianola, Iowa

**Information**

Council needs to hold the public hearing (no additional readings) for the prior urban revitalization designation application from Bussanmus Heating and Cooling, 1820 N. 7th Street, (see map) for the Industrial Park.

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**Fiscal Impact**

**Attachments**

Industrial Application  
Map

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APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR  
4 OR 5 YEAR (COMMERCIAL OR INDUSTRIAL):

Commercial ☒ Industrial ☐ Date 9/6/2016

☒ Prior Approval for Intended Improvements ☐ Approval of Improvements Completed

Address of Property: 1820 N. 7th St.

Legal Description of Property: Lot 1 Hillcrest Industrial Park Part 2

Title Holder or Contract Buyer: Russanmus Heating & Cooling / Capone Prop. Mgmt.

Address of Owner (if different than above): \_\_\_\_\_

Phone Number (to be reached during the day): \_\_\_\_\_

Existing Property Use: \_\_\_\_\_ Commercial \_\_\_\_\_ Industrial ☒ Vacant

Proposed Property Use: \_\_\_\_\_ Commercial ☒ Industrial \_\_\_\_\_ Vacant

\_\_\_\_\_ Rental ☒ Owner Occupied

Nature of Improvements: \_\_\_\_\_ Addition ☒ New Construction \_\_\_\_\_ General Improvements

DESCRIPTION: 1 story 10,000 sq. ft. industrial building

Estimated or Actual Date of Completion: 2/2017

Estimated or Actual Value of Improvements: \$477,400

If rental property, complete the following: Number of Units \_\_\_\_\_

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant	Date of Occupancy	Relocation Benefits
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☒ Signed By: [Signature]

**FOR AGENCY USE ONLY:**

City Manager The above application is/is not in conformance with the requirements of the Urban Revitalization Plan for City of Indianola  
Relocation Benefits Paid N/A

City Manager \_\_\_\_\_ Date \_\_\_\_\_

Building Dept Construction Permit No.(s) 105 Date Issued 9/6/16 FINAL \_\_\_\_\_

Building Official \_\_\_\_\_

City Council Application approved/disapproved (reason if disapproved) \_\_\_\_\_

Indianola City Council \_\_\_\_\_ Date \_\_\_\_\_

County Assessor Present assessed value \_\_\_\_\_ Assessed value w/improvements \_\_\_\_\_

Eligible or non-eligible for tax abatement \_\_\_\_\_





1820 N 7TH ST  
INDUSTRIAL TAX ABATEMENT

9/2016



**Meeting Date:** 10/17/2016

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**Information**

**Subject**

Consideration of the following sewer refund requests:

**Information**

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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Meeting Date: 10/17/2016

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**Information**

**Subject**

Mr. and Mrs. VanderLinden - 708 Sunset Drive

**Information**

You have Brad and Teresa Vander Linden's sewer fee exemption request for their residence at 708 Sunset Drive. The device that water their flower beds failed. They were not able to visually detect the catastrophic leak because the application was under the flower bed mulch. Normally, the meter is set to water the flower beds for 30-45 minutes each morning.

There normal household usage during September and October 2015 was 7,000 and 8,000 respectively for a total cost of \$222 for these two months. The high usage from the undetected broken flower bed timer resulted in a total cost of \$3,048.80 for the water and sewer for September and October. The Vander Linden's are requesting the City forgive \$1,864.30 in sewer charges since this application was on an outside hose spigot and the water didn't go through the sewer system.

In your packet are copies of the last two utility bills, one spread sheet analysis and an annual statement provided by the City. Brad and Teresa also spoke with WPC Superintendent Rick Graves who visited their residence and also spoke to their Landscaper. The Landscaper confirmed the failure of the water meter and are also planning on submitting a request for damage compensation (see e-mails).

Rick is recommending a refund of up to \$1,135.95 dependent upon the results of the request for compensation from the vendor/manufacture of the watering device. This is based off of the highest bill in the last 12 months and subtracting \$431 off of the last two months.

September bill = \$759.15 - \$431.00 = \$328.15

October bill = \$1,238.80 - \$431.00 = \$807.80

Also in your packet is the excessive sewer policy.

Simple motion is in order.

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**Fiscal Impact**

**Attachments**

Information

Excessive Sewer Policy

Leslie Garden Letter

E-mail

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October 4, 2016

Hon. Kelly B. Shaw & City Council Members,

In September and October we incurred abnormally high water usage at your personal residence due to broken outside water meter that waters our flower beds under the mulch. Normally, the meter is set to water the flower beds for 30-45 minutes each morning. This device failed and water ran continually over two billing cycles undetected. We were not able to visually detect this catastrophic leak because the application was under the flowerbed mulch. Further, this device was installed by our landscape contractor and was purchased at an over-the-counter retailer.

Our normal household usage during September and October 2015 was 7,000 and 8,000 respectively for total cost of \$222 for these two months

The high usage from the undetected broken flowerbed timer meter that resulted in total cost of \$3,048.80 for these two months for September and October 2016.

We are kindly asking if the City would forgive \$1,864.30, in sewer charges, since this application was on an outside hose spigot and the water didn't go through the sewer system to help mitigate our financial loss.

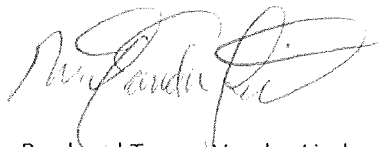
I include copies of the last two IMU bills, one page spread sheet analysis, and annual statement provide by IMU on water-sewer usage.

Please note that we have adjusted for our usual and customary usage water and sewer to arrive at the \$1,864.30 figure.

Please note that we have conferred with City Sewer Superintendent Greg Grace about this loss, and he visited our residence and has also spoken with our Landscape contractor who can confirm the failure of the water meter.

Thank you for considering this request.

Sincerely,

A handwritten signature in cursive script, appearing to read "Brad and Teresa Vander Linden".

Brad and Teresa Vander Linden

708 Sunset Drive

Indianola, IA 50125.

Cc: Councilman Brad Ross, 2<sup>nd</sup> Ward.

Landscape Contractor contact information:

Rick Eddy – cell: 515-229-9787

Leslie Gardens, Inc.

1014 Park Lane

Osceola, IA 50213

## Water/Sewer Loss: Comparison with 2015 v. 2016

Brad Vander Linden

708 Sunset Drive

IMU Account #25-09301-01

### *Normal Usage Pattern*

Sep-15	Rate per 1k	Usage	Cost
water	0.00575	7000	\$ 40.25
sewer	0.00905	7000	\$ 63.35
total			\$ 103.60

Oct-15			
water	0.00575	8000	\$ 46.00
sewer	0.00905	8000	\$ 72.40
total			\$ 118.40

September-October 2015 \$ 222.00

### *High Usage, from Undetected Broken Flowerbed Timer Meter (wide open)*

broken meter	minus, normal use	water lost
84,000	7,000	77,000

Sep-16	Rate per 1k	Usage	Cost
water	0.00575	77,000	\$ 442.75
sewer	0.00905	77,000	\$ 696.85
			\$ 1,139.60

broken meter	minus, normal use	water lost
137,000	8,000	129,000

Oct-16	Rate per \$1k	Usage	Cost
water	0.00575	129000	\$ 741.75
sewer	0.00905	129000	\$ 1,167.45
			\$ 1,909.20

September-October 2016 \$ 3,048.80

Request for Sewer fee waiver \$ 1,864.30  
for exterior flowerbed water usage  
loss due to faulty meter

9/20/16 \$42.42  
advised - none

# CITY OF INDIANOLA

P.O. BOX 299  
INDIANOLA, IOWA 50125  
PHONE: (515) 961-9410

SERVICE ADDRESS: 708 SUNSET DR

BRAD VANDER LINDEN  
708 SUNSET DRIVE  
INDIANOLA IA 50125

[501257]

*Rick  
Grace  
Waste Water  
961-9410*

ACCOUNT NUMBER	CURRENT MONTH DUE DATE
25-09301-01	09/20/2016
CURRENT AMOUNT DUE	\$1,562.52
PAST DUE AMOUNT IF NOT ON CONTRACT	\$372.09
TOTAL AMOUNT DUE THRU 20th	\$1,934.61
TOTAL AMOUNT DUE AFTER 20th	\$2,013.35
CONTRACT PAYOFF AMOUNT	

\*250930101\*

Mail This Upper Portion With Payment

CUSTOMER NAME		SERVICE ADDRESS		DATE BILLED
BRAD VANDER LINDEN		708 SUNSET DR		08/31/2016
ACCOUNT NUMBER	PREVIOUS DATE READ	CURRENT READ DATE	DAYS BILLED	CURRENT MONTH DUE DATE
25-09301-01	07/01/2016	08/02/2016	32	09/20/2016
SERVICE DESCRIPTION	USAGE	AMOUNT	<p>Failure to receive bill does not eliminate obligation.</p> <p>A \$30.00 CHARGE WILL BE ASSESSED ON ALL RETURNED CHECKS.</p> <p>Bills payable at City Hall, 110 N. 1st Street, Monday - Friday between the hours of 8 AM and 5 PM. Or may be placed in the drop box in our South Parking Lot, or West Door of City Hall.</p> <p>NOTICE: Administrative charges will be added to the electric, water and sewer charges if not paid by the due date of the 20th of the month. Any previous balance on this bill is due by the 20th of this month. If not paid, termination of services may occur.</p> <p>Schedule of rates may be obtained at City Hall.</p>	
ELECT RES		268.76		
WATER		486.00		
SEWER		759.15		
RECYCLING		3.25		
STORM WATER		2.00		
TAX - WATER		34.02		
ADMIN FEE ELECT		3.89		
ADMIN FEE WATER		2.25		
ADMIN FEE SEWER		3.20		
CURRENT AMOUNT DUE		\$1,562.52		
PAST DUE AMOUNT		\$372.09		
TOTAL AMOUNT DUE THRU 20th		\$1,934.61		
TOTAL AMOUNT DUE AFTER 20th		\$2,013.35		

METER DETAIL INFORMATION								
Meter Type	Meter ID	Previous Read Date	Current Read Date	Previous Read	Current Read	Multiplier	Usage	Reader Codes
ELRES WATER	38388556 42233446	07/01/2016 07/01/2016	08/02/2016 08/02/2016	84339 1099	86801 1183	1 1000	2462 84000	

METER USAGE HISTORY		
Service	Usage This Period	Usage Same Period Last Year
Electric	2462	2597
Water	84000	7000

*Handwritten notes and signatures:*  
Total Due  
696.00  
Total Due

FOR INQUIRIES ABOUT YOUR BILLING PLEASE CALL (515) 961-9410

10/1/16 482.05

9/20 1,139.10

Hofstad Usage

10/20 1,708.05

## CITY OF INDIANOLA

P.O. BOX 299  
 INDIANOLA, IOWA 50125  
 PHONE: (515) 961-9410

3,048.05

SERVICE ADDRESS: 708 SUNSET DR

BRAD VANDER LINDEN  
 708 SUNSET DRIVE  
 INDIANOLA IA 50125

[501257]

ACCOUNT NUMBER	CURRENT MONTH DUE DATE
25-09301-01	10/20/2016
CURRENT AMOUNT DUE	
\$2,391.50	
PAST DUE AMOUNT IF NOT ON CONTRACT	
\$1,139.10	
TOTAL AMOUNT DUE THRU 20th	
\$3,530.60	
TOTAL AMOUNT DUE AFTER 20th	
\$3,635.61	
CONTRACT PAYOFF AMOUNT	

\*250930101\*

Mail This Upper Portion With Payment

CUSTOMER NAME		SERVICE ADDRESS		DATE BILLED
BRAD VANDER LINDEN		708 SUNSET DR		09/30/2016
ACCOUNT NUMBER	PREVIOUS DATE READ	CURRENT READ DATE	DAYS BILLED	CURRENT MONTH DUE DATE
25-09301-01	08/02/2016	09/02/2016	31	10/20/2016
SERVICE DESCRIPTION	USAGE	AMOUNT	<p>Failure to receive bill does not eliminate obligation.</p> <p>A \$30.00 CHARGE WILL BE ASSESSED ON ALL RETURNED CHECKS.</p> <p>Bills payable at City Hall, 110 N. 1st Street, Monday - Friday between the hours of 8 AM and 5 PM. Or may be placed in the drop box in our South Parking Lot, or West Door of City Hall.</p> <p>NOTICE: Administrative charges will be added to the electric, water and sewer charges if not paid by the due date of the 20th of the month. Any previous balance on this bill is due by the 20th of this month. If not paid, termination of services may occur.</p> <p>Schedule of rates may be obtained at City Hall.</p>	
ELECT RES		235.06		
WATER		790.75		
SEWER		1,238.80		
RECYCLING		3.25		
STORM WATER		2.00		
TAX - WATER		55.35		
ADMIN FEE ELECT		4.03		
ADMIN FEE WATER		24.30		
ADMIN FEE SEWER		37.96		
CURRENT AMOUNT DUE		\$2,391.50		
PAST DUE AMOUNT		\$1,139.10		
TOTAL AMOUNT DUE THRU 20th		\$3,530.60		
TOTAL AMOUNT DUE AFTER 20th		\$3,635.61		

## METER DETAIL INFORMATION

Meter Type	Meter ID	Previous Read Date	Current Read Date	Previous Read	Current Read	Multiplier	Usage	Reader Codes
ELRES WATER	38388556 42233446	08/02/2016 08/02/2016	09/02/2016 09/02/2016	86801 1183	88942 1320	1 1000	2141 137000	

## METER USAGE HISTORY

Service	Usage This Period	Usage Same Period Last Year
Electric	2141	2022
Water	137000	8000

$1,139.10 \times 1.5 = 1,708.65$   
 $1,708.65 + 235.06 = 1,943.71$   
 $1,943.71 + 790.75 = 2,734.46$   
 $2,734.46 + 1,238.80 = 3,973.26$   
 $3,973.26 + 3.25 = 3,976.51$   
 $3,976.51 + 2.00 = 3,978.51$   
 $3,978.51 + 55.35 = 4,033.86$   
 $4,033.86 + 4.03 = 4,037.89$   
 $4,037.89 + 24.30 = 4,062.19$   
 $4,062.19 + 37.96 = 4,100.15$

FOR INQUIRIES ABOUT YOUR BILLING PLEASE CALL (515) 961-9410

See page 2 \*

City of Indianola

Customer History - 12 MONTH AVERAGE

Page: 1

Report Dates: 08/01/2015 - 09/30/2016

Oct 04, 2016 02:21PM

Report Criteria:

Customer, Customer number = 250930101

25-09301-01 VANDER LINDEN, BRAD 708 SUNSET DR

Metered Services:

WATER Current Rate: 10001 WATER

Period Date	Read Date	Meter ID	Begin Read	End Read	Usage	Multiplier	Amount	Status
08/31/2015	08/04/2015	42233446	1,014	1,021	7,000	1000.0000	43.25	
09/30/2015	09/03/2015	42233446	1,021	1,029	8,000	1000.0000	49.00	
10/31/2015	10/02/2015	42233446	1,029	1,035	6,000	1000.0000	37.50	
11/30/2015	11/03/2015	42233446	1,035	1,040	5,000	1000.0000	31.75	
12/31/2015	12/02/2015	42233446	1,040	1,044	4,000	1000.0000	26.00	
01/31/2016	01/05/2016	42233446	1,044	1,050	6,000	1000.0000	37.50	
02/29/2016	02/02/2016	42233446	1,050	1,055	5,000	1000.0000	31.75	
03/31/2016	03/02/2016	42233446	1,055	1,061	6,000	1000.0000	37.50	
04/30/2016	04/04/2016	42233446	1,061	1,068	7,000	1000.0000	43.25	
05/31/2016	05/03/2016	42233446	1,068	1,080	12,000	1000.0000	72.00	
06/30/2016	06/02/2016	42233446	1,080	1,093	13,000	1000.0000	77.75	
07/31/2016	07/01/2016	42233446	1,093	1,099	6,000	1000.0000	37.50	
08/31/2016	08/02/2016	42233446	1,099	1,183	84,000	1000.0000	486.00	
09/30/2016	09/02/2016	42233446	1,183	1,320	137,000	1000.0000	790.75	
Totals:					306,000		1,801.50	

ELRES Current Rate: 1001 ELECT RES

Period Date	Read Date	Meter ID	Begin Read	End Read	Usage	Multiplier	Amount	Status
08/31/2015	08/04/2015	38388556	67,318	69,915	2,597	1.0000	276.99	
09/30/2015	09/03/2015	38388556	69,915	71,937	2,022	1.0000	217.77	
10/31/2015	10/02/2015	38388556	71,937	73,754	1,817	1.0000	166.96	
11/30/2015	11/03/2015	38388556	73,754	74,813	1,059	1.0000	109.96	
12/31/2015	12/02/2015	38388556	74,813	75,666	853	1.0000	91.42	
01/31/2016	01/05/2016	38388556	75,666	76,733	1,067	1.0000	110.68	
02/29/2016	02/02/2016	38388556	76,733	77,650	917	1.0000	97.18	
03/31/2016	03/02/2016	38388556	77,650	78,500	850	1.0000	91.15	
04/30/2016	04/04/2016	38388556	78,500	79,543	1,043	1.0000	108.52	
05/31/2016	05/03/2016	38388556	79,543	80,559	1,016	1.0000	106.09	
06/30/2016	06/02/2016	38388556	80,559	81,966	1,407	1.0000	157.99	
07/31/2016	07/01/2016	38388556	81,966	84,339	2,373	1.0000	259.42	
08/31/2016	08/02/2016	38388556	84,339	86,801	2,462	1.0000	268.76	
09/30/2016	09/02/2016	38388556	86,801	88,942	2,141	1.0000	235.06	
Totals:					21,624		2,297.95	

Non-Metered Services:

SEWER Current Rate Number: 12001 SEWER RECYC Current Rate Number: 14001 RECYCLING

Period	Usage	Amount	Status	Period	Usage	Amount	Status
08/31/2015	7,000	62.30		08/31/2015	0	3.25	
09/30/2015	8,000	71.35		09/30/2015	0	3.25	
10/31/2015	6,000	53.25		10/31/2015	0	3.25	
11/30/2015	5,000	44.20		11/30/2015	0	3.25	
12/31/2015	4,000	35.15		12/31/2015	0	3.25	
01/31/2016	6,000	53.25		01/31/2016	0	3.25	
02/29/2016	5,000	44.20		02/29/2016	0	3.25	
03/31/2016	6,000	53.25		03/31/2016	0	3.25	
04/30/2016	7,000	62.30		04/30/2016	0	3.25	
05/31/2016	12,000	107.55		05/31/2016	0	3.25	
06/30/2016	13,000	116.60		06/30/2016	0	3.25	
07/31/2016	6,000	53.25		07/31/2016	0	3.25	
08/31/2016	84,000	759.15	*	08/31/2016	0	3.25	
09/30/2016	137,000	1,238.80	*	09/30/2016	0	3.25	
Totals:	306,000	2,754.60			0	45.50	

## STORMWAT Current Rate Number: 14501 STORM WATER

Period	Usage	Amount	Status
08/31/2015	0	2.00	
09/30/2015	0	2.00	
10/31/2015	0	2.00	
11/30/2015	0	2.00	
12/31/2015	0	2.00	
01/31/2016	0	2.00	
02/29/2016	0	2.00	
03/31/2016	0	2.00	
04/30/2016	0	2.00	
05/31/2016	0	2.00	
06/30/2016	0	2.00	
07/31/2016	0	2.00	
08/31/2016	0	2.00	
09/30/2016	0	2.00	
Totals:	0	28.00	

## TXELC Current Rate Number: 20001 TAX ELEC

Period	Usage	Amount	Status
08/31/2015	0	-	Final
09/30/2015	0	-	Final
10/31/2015	0	-	Final
11/30/2015	0	-	Final
12/31/2015	0	-	Final
01/31/2016	0	-	Final
02/29/2016	0	-	Final
03/31/2016	0	-	Final
04/30/2016	0	-	Final
05/31/2016	0	-	Final
06/30/2016	0	-	Final
07/31/2016	0	-	Final
08/31/2016	0	-	Final
09/30/2016	0	-	Final
Totals:	0	-	

## ADMINELEC Current Rate Number: 21001 ADMIN FEE - ELECT

Period	Usage	Amount	Status
08/31/2015	0	2.77	
09/30/2015	0	4.36	
10/31/2015	0	3.43	
11/30/2015	0	-	
12/31/2015	0	-	
01/31/2016	0	-	
02/29/2016	0	-	
03/31/2016	0	-	
04/30/2016	0	1.37	
05/31/2016	0	1.63	
06/30/2016	0	1.59	
07/31/2016	0	2.37	
08/31/2016	0	3.89	
09/30/2016	0	4.03	

## ADMINWATE Current Rate Number: 21501 ADMIN FEE - WATER

Period	Usage	Amount	Status
08/31/2015	0	1.13	
09/30/2015	0	2.60	
10/31/2015	0	2.94	
11/30/2015	0	-	
12/31/2015	0	-	
01/31/2016	0	-	
02/29/2016	0	-	
03/31/2016	0	-	
04/30/2016	0	2.25	
05/31/2016	0	2.60	
06/30/2016	0	4.32	
07/31/2016	0	4.67	
08/31/2016	0	2.25	
09/30/2016	0	24.30	

25-09301-01 VANDER LINDEN, BRAD 708 SUNSET DR (Continued)

Period	Usage	Amount	Status	Period	Usage	Amount	Status
Totals:	0	25.44			0	47.06	

ADMINSEW Current Rate Number: 22001 ADMIN FEE - SEWER

Period	Usage	Amount	Status	Period	Usage	Amount	Status
08/31/2015	0	1.52					
09/30/2015	0	3.74					
10/31/2015	0	4.28					
11/30/2015	0	-					
12/31/2015	0	-					
01/31/2016	0	-					
02/29/2016	0	-					
03/31/2016	0	-					
04/30/2016	0	3.20					
05/31/2016	0	3.74					
06/30/2016	0	6.45					
07/31/2016	0	7.00					
08/31/2016	0	3.20					
09/30/2016	0	37.96					
Totals:	0	71.09			0	-	

## Certification History:

Year	Date	Type	Ref No	Service	Description	Amount
------	------	------	--------	---------	-------------	--------

Grand totals:	Usage	Amount
ELECT RES	21,624	2,297.95
TIME OF US	0	-
TIME OF US	0	-
ELECT COM	0	-
SMALL POW	0	-
SMALL POW	0	-
LARGE POW	0	-
LARGE POW	0	-
STREET LIG	0	-
LIGHTS	0	-
WATER	306,000	1,801.50
IRRIGATION	0	-
DEDUCT ME	0	-
SEWER	306,000	2,754.60
SEWER MET	0	-
RECYCLING	0	46.50
STORM WAT	0	28.00
TAX ELECT	0	-



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25-09301-01	VANDER LINDEN, BRAD	708 SUNSET DR	(Continued)
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	Usage	Amount
ADMIN FEE	0	25.44
ADMIN FEE	0	47.06
ADMIN FEE	0	71.09
Totals:		<u>7,071.14</u>

## Report Criteria:

Customer: Customer number = 250930101

### **Excessive Sewer Policy**

The purpose of this policy is to provide the City Manager, or his designee, with the authority to issue credits to utility accounts with bona-fide excessive sewer usage in amounts up to \$500 based on the following criteria:

- Water was metered
- Municipal employees verify evidence that water did not directly enter into the sewer system
- The metered water that did not enter into the sewer system was due to extraordinary circumstances beyond the utility account holder's control

Amounts in excess of \$500, and denials of credit by the City Manager, may be considered by the City Council.

**From:** Rick Eddy <eddy.rick@hotmail.com>  
**Date:** October 11, 2016 at 9:21:16 AM CDT  
**To:** "Ryan J. Waller" <rwaller@cityofindianola.com>  
**Cc:** Brad Vander Linden <brad.vander.linden@gmail.com>  
**Subject:** Water Loss at Brad Vander Linden residence

Ryan-

Brad Vander Linden is a client that I have served by offering landscape design, turf and horticultural services over the past twenty years. With the development of ornamental foundation beds at his residence, a drip irrigation system was installed. In Brad's case, the system required only two zones, so I opted to install a hydrant mounted timer for his ease of removal prior to winter shut down.

With this seasons installation of flowers in early June , I replaced the clock with a new model and set up the schedule. I monitored it's operation with periodic service calls as we performed landscape maintenance and had no reason for concern.

Late in the summer, I received a call from Brad stating he had sustained a considerable water loss and requested I check the drip system. Upon my arrival, it was apparent the flower beds and foundation shrub beds were saturated and as I made my way to the hydrant noticed the beds inside the sidewalk had sunk.

As I examined the clock batteries and timer, I found it to be functioning, however the cycles were not controlling the water flow. I contacted the manufacturer and ran a remote test of the clock with a technician over the phone which indicated the clock was defectively stuck in the open position. At that time, the technician processed the replacement of the timer and informed me of a request for compensation of damages that could be filed with the manufacturer.

This is my accounting and observation of the events that took place at Brad's residence. I have conveyed this information to a waste water treatment employee, Rick Grace, along with my opinion of the water loss taking place outside the residence rather than through the sewer system.

I hope this has been helpful in considering Brad's case.

Thank you.

Rick Eddy

Leslie Gardens, Inc.

**From:** "Rick Eddy" <eddy.rick@hotmail.com>  
**Sent:** Wednesday, October 12, 2016 8:21 AM  
**To:** "rgraves@cityofindianola.com" <rgraves@cityofindianola.com>  
**Subject:** RE: Water Loss at Brad Vander Linden residence

Rick -

I spoke with a technician the day we did the remote phone diagnosis of the timer. It proved to be defective. The manufacturer is replacing the defective timer and provided an address to submit a request for damage compensation. We plan to submit the request when a definite amount is decided. Brad has given me an amount for water loss, and I understand the application of sewer damages have yet to be ruled on.

As we had discussed earlier by phone, I will forward a recent email sent to Brad and Ryan detailing my involvement and observations concerning the water loss.

I hope this will be helpful. If I can be of further assistance please let me know.

Rick Eddy

Meeting Date: 10/17/2016

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**Information**

**Subject**

Tri-Delta Sorority - 705 N. "C" Street

**Information**

The request is to consider a refund of sewer rates (I&I) following some repair work that was done at the Tri-Delta Sorority House (packet).

Following is a history of this I&I:

- June 2009 - called and left messages and also left a door knocker to schedule a visual inspection
- July 2009 - spoke to Tri-Delta and scheduled a visual inspection the 1st week of August
- August 1, 2009 - the city started charging \$30/month
- August 16, 2009 - completed the visual inspection
- December 2, 2009 - completed the foundation test
- February 23, 2010 - need to push-cam line to determine cause of I&I
- February 24, 2010 - did push-cam
- October 2010 - Vanderpool spot repaired the line - sewer department did not receive a copy of this invoice
- Tri Delta was charged from November 2010 to May 2011 at \$50/month = \$350.00, from June 2011 to May 2016 at \$70/month = \$4,200, for a total of \$4,550.00

Please see attached information as provided by Rick Graves, WPC Superintendent.

Simple motion is in order.

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**Fiscal Impact**

**Attachments**

Request

Information

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**From:** Dennis Parker <[parkerbilt@outlook.com](mailto:parkerbilt@outlook.com)>

**Date:** October 7, 2016 at 2:29:16 PM CDT

**To:** "[rwaller@cityofindianola.com](mailto:rwaller@cityofindianola.com)" <[rwaller@cityofindianola.com](mailto:rwaller@cityofindianola.com)>

**Subject:** request for October 17th meeting

I would like to represent the Tri-Delta sorority regarding fees charged on the sewer bill. If you have any questions, I can be contacted 515-249-1296.

Thank you

Dennis Parker

Sent from [Mail](#) for Windows 10

<https://mail.nolasoft.com/Main/frnMessagePrint.aspx?popup=true&messageid=4153488...> 10/10/2016



WATER POLLUTION CONTROL

WORK ORDER

COMPLAINT INFORMATION

Location: 705 N C Street Tri Delta House

Person Filing Complaint: Rick Graves / Rose Mitchell - House Mother 515-249-1280

Address: 705 N C Street Phone:

Date of Complaint: 5-19-2016 Time of Complaint: 10:40 am

Nature of Complaint: Push camera sewer line from house to main. Wait for her to call for appointment.

INVESTIGATION INFORMATION

Name of Investigator: Rick / Blake

Date of Investigation: 6-2-16 Time of Investigation: 10:00 am

Comments: We televised the sewer lateral from cleanout to main. Found a bad offset at approximately 60'.

On 6-16-16 we injected water above the lateral close to the offset. After a couple minutes you can see the water leaking at the joint

and at joints behind the camera.

ACTION

Reviewed By: Rick Graves Date: 6-17-16

Corrective Action:

Rose Mitchell  
House Mother  
515 249-1280

rose.mitchell@indianolaia.gov



Water Pollution Control PO Box 299, Indianola, IA 50125  
Phone (515) 961 9416 • Fax (515) 961 9408  
[www.cityofindianola.com](http://www.cityofindianola.com)

**Official Notification of Non-Compliance with the I&I Program**

July 1, 2009

Delta Alumnae Association  
705 North C  
Indianola, IA 50125

RE: 705 North C

Dear Delta Alumnae Association:

Your property is in the City of Indianola's current Infiltration and Inflow (I&I) area. We have tried to contact you numerous times to schedule a visual inspection, but were unsuccessful. Until you contact us to schedule the I&I inspection, we must assume that we are denied access to your property. The I&I policy states that:


Should the property owner deny access to the property for I&I testing and or inspection, the City of Indianola will consider the property non-compliant with the City of Indianola I&I program. A letter notifying the owner of non-compliance will be sent and the property owner will be given 30 days to respond or a \$30 per month fee shall be applied to the utility bill until inspection or testing can confirm compliance. If the owner has failed to allow access after a 90-day period of time, the monthly fee will increase to \$50 until inspection or testing can confirm compliance.

This letter represents official notification from the City of Indianola that the effective date for the city to append the \$30 monthly fee to your utility bill, until you have contacted us for a visual inspection, is: August 1, 2009.

If you have any questions, please contact the WPC department at 961-9416.

Your cooperation would be appreciated.

Sincerely,

  
Daniel B. Miers  
WPC Superintendent



# VISUAL INSPECTION

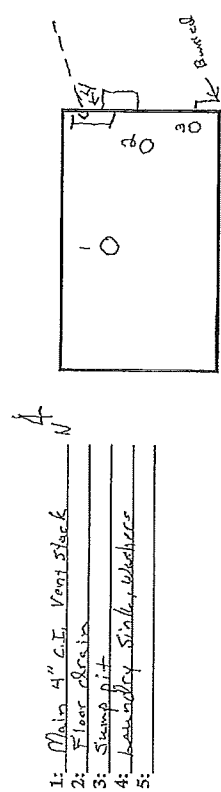
ADDRESS: 705 North C.  
 OWNER: Delta Albemarle Assoc. Simpson (Not Simpson)  
 PHONE # 919-625-  
 INSPECTION DATE: 8/16/09  
 TIME: 10:00 am  
 INSPECTOR: [Signature]  
 AREA: NW Section 2

11.1 F  
 1020-1886  
 11.1 F

6-4-09 Contacts: Called Left msg	6-8-09 Contacts: Called Left msg	6-15-09 Contacts: Called Left msg
6-25-09 Contacts: Left Door Knocker.	Contacts: Called Left msg	Contacts: Called Left msg

SUMP PUMP yes TO SANITARY no TO OUTSIDE yes  
 TILE IN WALL finished WALLS

COMMENTS: Not Simpson  
Basement is finished



## FOUNDATION TEST

ADDRESS: 705 N C

RESIDENT: Delta Alumnae Assoc. - Tri-Deltas

INSPECTOR: Ed

DATE: 12/02/09 TIME: 02:46

CAMERA FOOTAGE: 89'

FROM MH#: 182

PROBE LOCATION: NE corner of house

WATER STARTED: 02:52

WATER OFF: 02:59

FLOW INCREASED: 2:59

GPM BEFORE WATER: 0

GPM AFTER WATER: 2+

POSITIVE: YES ☒ NO ☐

REMARKS: water out of ground moved probe over 2'.

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### **R: COMPLETE THIS SECTION**

1. Article Addressed to:

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature

X Mark J. White ☐ Agent  
☐ Addressee

B. Received by (Printed Name)	C. Date of Delivery
-------------------------------	---------------------

D. Is delivery address different from Item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

3. Service Type

☒ Certified Mail      ☐ Express Mail  
☐ Registered      ☒ Return Receipt for Merchandise  
☐ Insured Mail      ☐ C.O.D.

4. Restricted Delivery? (Extra Fee) ☐ Yes

2. Article Number  
(Transfer from service label)

7006 2760 0004 9296 0952



## Work Order

### Complaint Information

Location: 705 North C - Tri Delta House  
Person Filing Complaint: Joe w/ Quality Plumbing  
Address: 705 North C Phone: Joe - 961-4816  
Date of Complaint: 2/23/10 Time of Complaint: 8:30 am  
Nature of Complaint: Need to push-cam line to determine cause of I&I.

### Investigation Information

Name of Investigator: Ed J. Aron  
Date of Investigation: 2/24/10 Time of Investigation: ~9:00 am 9:15 am  
Comments: 80' to main from Lacabry cleanup  
65.6' y in pipe. 19.5' cast to clay.

### Action

Reviewed By: Daniel B. Miller Date: 3-19-10  
Corrective Action:



1100 North 14th Street  
Indianola, IA 50125  
515-961-4682

Delta Alumnae Association  
Mandy Vanderlinden  
1309 Levin Dr.  
Knoxville IA 50138

## Invoice

Date	Invoice #
10/20/2010	22649

<b>Total Due</b>	<b>\$1,722.50</b>
------------------	-------------------

P.O. No.

Project
705 North C St., Indianola

Terms	Due Date
Due upon receipt.	10/20/2010

Date	Description	Quantity	Units	Rate	Amount
10/14/2010	SPOT REPAIR ONLY. Machine & labor. Cut existing sewer service line and installed outside cleanout assembly. City televised line to main & determined nothing further needed.	6.00	Hour	250.00	1,500.00T
	Materials for spot repair only: 4" Sch40 pipe with necessary bends.	1.00	LS	125.00	125.00T
	Fernco to connect to existing pipe. Cleanout assembly. Repaired footing tile.				

Thank you.

<b>Subtotal</b>	\$1,625.00
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TERMS: INVOICE DUE IN FULL UPON RECEIPT. Finance charge of 1.5% (18% APR) will be assessed on account balances over 30 days past due. Any balance over 60 days past due is subject to collection, with all costs of collection, including but not limited to, mailing fees, filing fees, and attorney fees will be borne by the customer. Returned check fee is \$30.00 per check.

<b>Sales Tax (6.0%)</b>	\$97.50
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<b>Total Due</b>	<b>\$1,722.50</b>
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# VANDERPOOL

CONSTRUCTION, INC.

1100 North 14th Street  
Indianola, IA 50125  
515-961-4682

Delta Alumnae Association  
Mandy Vanderlinden  
1309 Levin Dr.  
Knoxville IA 50138

## Invoice

Date	Invoice #
10/20/2010	22649

<b>Total Due</b>	<b>\$1,722.50</b>
------------------	-------------------

P.O. No.

Project
705 North C St., Indianola

Terms	Due Date
Due upon receipt.	10/20/2010

Date	Description	Quantity	Units	Rate	Amount
10/14/2010	SPOT REPAIR ONLY. Machine & labor. Cut existing sewer service line and installed outside cleanout assembly. City televised line to main & determined nothing further needed.	6.00	Hour	250.00	1,500.00T
	Materials for spot repair only: 4" Sch40 pipe with necessary bends.	1.00	LS	125.00	125.00T
	Fernco to connect to existing pipe. Cleanout assembly. Repaired footing tile.				

pd 10-24-10  
#2071

9/22/2016

Re: Summary of Bills

Re: Summary of Bills

Thu 9/22/2016 11:05 AM

From: Rose Mitchell (Rosemitch@outlook.com)

To: cmosher@cityofindianola.com (cmosher@cityofindianola.com)



Cassandra,

Thank you very much! This is just what I needed.

Would you be able to send me the oldest copy you have from Aug, 2011 please?

One more question:

Do you know when the start date for penalty fees began on monthly bills for the sump pump drainage issue which was a change in city code? I am thinking the penalty fees were assessed sometime in 2010 if you have any records that would indicate when that began for billing addresses that were in non-compliance with the updated city code requirement.

Thanks a lot for your help.

Rose Mitchell

Tri Delta House Corp.

[Rosemitch@outlook.com](mailto:Rosemitch@outlook.com)

515-249-1280

Sent from iPad

2011  
870<sup>th</sup>

Assessment - Street

705 N. "C"

Delta/Delta/Delta

On Sep 22, 2016, at 10:42, Cassandra Mosher <[cmosher@cityofindianola.com](mailto:cmosher@cityofindianola.com)> wrote:

Hello Rose,

Please see the attached document it has the bills from 2011- 2014. I couldn't get a hold of the 2010 bill our system only holds bills from 8-31-2011 and forward. If you have any questions please let me know.

Have a great day!

Cassandra Mosher

Clerk 1

City of Indianola

515 961-9410



<20160922103722024.pdf>

fw: re: 705 N C

Fri 9/23/2016 1:22 PM

**From:** "Rick Graves"

**To:** rosemitchell1110@gmail.com

**Cc:** "Cassandra Mosher"



Rose,

I just left you a voice message. August 1, 2009 is when the penalty started and in October 2010 Vanderpool repaired the sewer by the house that was in question at the time of inspection from the notes I have.

The calculation Cassandra did below is the full time the house was charged, but seeing how it took 15 months to have it repaired, this amount will not be reimbursed.

Possible reimbursement if Council approves:

*48 months of being charged \$70 = \$3,360*

*11 months of being charged \$30 = \$330*

I will be out of the office the rest of the afternoon and returning next Thursday if you have any questions.

*Rick Graves*

*WPC Supt.*

*City of Indianola*

*rgraves@cityofindianola.com*

*w. 515.961.9416*

*c. 515.577.2444*



9/23/2016

---

**From:** "Cassandra Mosher" <cmosher@cityofindianola.com>

**Sent:** Friday, September 23, 2016 1:00 PM

**To:** rgraves@cityofindianola.com

**Cc:** "Mary Zimmerman" <mzimmerman@cityofindianola.com>

**Subject:** re: 705 N C

Ok so going off our math I show there would be the following:

48 months of being charged \$70 = \$3,360

26 months of being charged \$30 = \$780

Thanks

Cassandra Mosher

Clerk 1



City of Indianola  
515 961-9410



---

**From:** "Rick Graves" <rgraves@cityofindianola.com>  
**Sent:** Friday, September 23, 2016 12:47 PM  
**To:** "Cassandra Mosher" <cmosher@cityofindianola.com>, "Mary Zimmerman" <mzimmerman@cityofindianola.com>  
**Subject:** 705 N C

Cassandra,

On 705 N C, Delta Delta Delta house, I have starting August 1, 2009 they were going to get charged \$30 per month. Need to figure out how many months they got charged the \$30 from August 1, 2009 to the date you have in 2011. Then the number of months from 2011 to current at \$70 per month.

If you have any questions please give me a call.

Thanks,

*Rick Graves*  
*WPC Supt.*  
*City of Indianola*  
*rgraves@cityofindianola.com*  
*w. 515.961.9416*  
*c. 515.577.2444*



9/23/2016

Tri Delts



Thu 5/19/2016 8:26 AM

**From:** "Lindsey Offenburger"**To:** "Ryan Waller", "Rick Graves"**Cc:** "Chris DesPlanques", "Diana Bowlin"

---

The amount we would owe the Tri Delts for I&I billings from October 2010 to May 2016 is \$4,480. They were charged \$50 per month from the time of notice until May 2011 and \$70 per month thereafter.

I have discontinued the charge as of now, so they will no longer be billed. Rick - if you find they are still not in compliance, please let me know and I will re-activate the I&I charge.

Let me know if I can be of further assistance.

Thanks,

*Lindsey Offenburger*

Accountant

City of Indianola

110 North 1st Street

Indianola, IA 50125

Ph 515-961-9410

[www.indianolaiaowa.gov](http://www.indianolaiaowa.gov)



**Meeting Date:** 10/17/2016

---

**Information**

**Subject**

Request from Buyers Realty for assistance in demolition of a building located at 1100 N. Jefferson

**Information**

In your packet is a letter from Dave Little. Mr. Little is the listing agent for the Meat Locker building located on the east side of 65/69. The letter requests City assistance in the demolition of the existing building. The amount being requested is \$7,000. A similar request, but in the amount of \$10,000 is being requested of WCEDC.

Simple motion is in order.

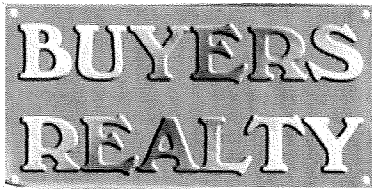
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**Fiscal Impact**

**Attachments**

Buyers Realty Information

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BUYERS REALTY, INC. • COMMERCIAL BROKERS AND DEVELOPERS  
3101 INGERSOLL • DES MOINES, IOWA 50312 • (515) 277-4000 • (515) 277-5976  
www.buyersrealtyinc.com

---

October 5, 2016

Ryan Waller, City Manager  
City of Indianola, Iowa  
P.O. Box 299  
Indianola, IA 50125

RE: 1100 N. Jefferson Way, Indianola, IA

Dear Mr. Ryan,

Following up on our meeting earlier this week, I've been working with Terry and Tami Jorgensen on the sale of their property at 1100 N. Jefferson Way. Unfortunately, given the age and specific use of the property, we find the buildings to be functionally obsolete with little resale value. The true value for their property lies in the land and location.

I have recommended to Terry and Tami they explore removing the existing buildings to clear the way for this property to be marketed as a redevelopment site. Unfortunately they are not in a financial position cover all of the costs. Terry and Tami would like to reach out to the City of Indianola and the Warren County Economic Development Corp. to request some financial assistance to help them cover the costs to remove the buildings from their property.

Attached are estimates Terry has received and as shown, Savage Excavating is the lowest bid at \$17,000. This does not include the additional expense of removing the electrical service, natural gas service, telephone service and the required permits. Terry and Tami have asked me to communicate on their behalf a request of \$7,000.00 from the City of Indianola in redevelopment funds and they will seek a contribution from WCEDC as well.

Given the limited redevelopment sites available on N. Jefferson Way, we see this as an opportunity to improve the streetscape and offer a redevelopment site that will certainly benefit the City of Indianola and Warren County.

Thanks again for your time and consideration, we look forward to your feedback and direction.

Sincerely,

A handwritten signature in dark ink, appearing to read "D. R. Little".

David R. Little, CCIM, RPA  
Buyers Realty, Inc.  
515-277-4000

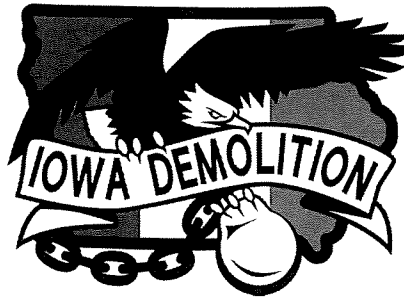
C: Hollie Askey, Executive Director, WCEDC

---

**"We Make Ideas Work"**

A MEMBER OF  
CHAINLINKS  
RETAIL ADVISORS

The Chainlinks logo features a stylized graphic of a chain link to the left of the company name.



## Iowa Demolition Inc.

Phone: 515-729-9268

Fax: 515-265-0440

1901 Easton Blvd.

Des Moines, IA 50316

Bid #16134

7-14-2016

Dave Little  
Buyers Realty  
515-865-2422

RE: PROPOSAL FOR DEMOLITION  
1100 N Jefferson Way  
Indianola, Iowa

We are pleased to provide this proposal to Buyer Realty ("General Contractor") for the removal of the building located at 1100 N Jefferson Way in Indianola, Iowa

**Iowa Demolition ("Contractor") will:**

- Provide the equipment and labor necessary to clean up and remove the debris located at 1100 N Jefferson Way in Indianola, Iowa. A scope of work for this proposal is listed below as **Attachment A**.
- Identify haul routes and dumping locations to General Contractor prior to start of work. All hauling and disposal shall be in accordance with state, local, and federal laws, codes, ordinances or regulations.
- Cooperate with other private and public contractors performing work in conjunction with this project.

- Provide all the necessary permits required by the city of Indianola, Iowa and any other ruling governmental agencies.
- Take adequate safety precautions for pedestrians and vehicular traffic as warrants.
- Oversee all clean up and site control associated with this work including but not limited to street cleaning and dust control.
- Own any salvage associated with the demolition of this project or clean up in its current state.
- Honor the quote contained herein for 30 days from the date of this proposal.

**Contractor will not:**

- Remove or manage the removal of items identified to be hazardous materials by any governmental agency. In the event Contractor encounters hazardous materials, Contractor may, at its sole discretion, discontinue work on the site. Contractor will promptly notify General Contractor of the identification of hazardous materials. In the event work by Contractor is delayed, Contractor shall be entitled to an increase in the contract price for additional mobilization to the site. In the event the delay due to hazardous materials exceeds 30 days, Contractor shall be entitled to payment for work performed from the commencement of the project to the time work is suspended.
- ◆ Be responsible for any asbestos surveys or removal.
- ◆ Be responsible for removal or disposal of trees at the site.
- ◆ Be responsible for any testing.
- ◆ Be responsible for any soil erosion prevention plan or execution thereof.
- ◆ Be responsible for any utility disconnections.
- ◆ Be responsible for any damaged paving from normal demolition activity.
- ◆ Be responsible for any fencing.
- ◆ Be responsible for locating any private utilities.
- ◆ Be responsible for the repair of any unmarked private utilities that may be damaged.

**General Contractor to provide:**

- ◆ Access to the site.
- ◆ Provide payment within thirty days of invoice by the contractor. Invoices not paid in thirty days are subject to a 1.5% monthly (18% annually) interest.

**Indemnification**

Upon acceptance of this proposal and commencement of the work, Contractor agrees to hold harmless, indemnify, and defend the General Contractor and its employees while Contractor is acting within the scope of its duties from and against any and all liability claims, damages, and costs of defense arising out of the Contractor's performance of the scope of work described herein.

**Cost of services to be performed as described in this proposal:**

- Iowa Demolition base bid price for 1100 N Jefferson Way : **\$ 32,450.00**
- This bid includes one mobilization: if there are work stoppages that are no fault of Iowa Demolition there will be additional mobilization charges. Please feel free to contact me regarding any scheduling issues or concerns.

Indicate your acceptance of this proposal by signing below and returning an original to me. Upon receipt of a signed proposal we will get the project scheduled at a mutually agreeable date.

Thank you for this opportunity to bid this project. If you should have any questions, need clarification or would like to discuss this project further, please feel free to contact me. I can be reached at 515-729-9268

Respectfully,

Wayne D. McIntosh

**Acceptance of Proposal**

Undersigned, \_\_\_\_\_, hereby accepts this proposal and agrees to be bound by the terms and conditions contained herein. This agreement shall only be amended in writing and effective only when signed by the Contractor and General Contractor.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2016

By: \_\_\_\_\_

Its: \_\_\_\_\_

**Attachment A**  
Iowa Demolition Scope of Work

**Base Bid**

Iowa Demolition will be responsible for:

1. Obtaining all permit required by City of Indianola and Iowa DNR.
2. Razing of structure and haul to state approved site.
3. Removal of slab, footing and foundation.
4. Backfill footing line to match existing grade.

Excluded:

1. Parking lot removal.
2. Final grade or seeding



# BID MEMO

JOB	TERRY Jorgensen	BID #	
ADDRESS		DATE	9-23-16
FIRM	SAVAGE Excavating	PREPARED BY	Steve
ADDRESS	P.O. Box 319 New Virginia, Iowa 50210	APPROVED BY	Steve
TYPE OF WORK	Demolish old Locke Building	PHONE	515-360-0911

WORK INCLUDED	AMOUNT OF BID
<p>Demolish Indianola Locker &amp; Meat Market Located at 1100 N. Jefferson Way Indianola, Iowa 50125</p> <p>Remove all Building and Contents. Remove floor &amp; footings. Leave level lot.</p> <p>includes sewer &amp; water Disconnect! talked to Steve 9-29-16 on this</p> <p><del>to go to Steve</del></p> <p><del>to go to Steve</del></p>	<p>3-4- week from 9-30-16</p> <p>called - met 9-27 2:30</p> <p>17,000.00</p> <p>elec. - CITY - water - sewer.</p> <p>gas → mud Done 9-29 Amer. MC</p> <p>TOTAL BID \$ 17,000.00</p>

EXCLUSIONS AND QUALIFICATIONS
Payment Due Upon Completion.

ACKNOWLEDGEMENT OF ADDENDA:	TAX	
DELIVERY	EXCLUDED	
	INCLUDED	
RECEIVED BY:		

# STAPES

## CONCRETE & GRADING

Gentlemen,

Thank you for giving us the opportunity to bid this project. Here is our proposal for the building demolition of 1101 N. Jefferson.

Stapes Concrete & Grading will:

- Secure the Demolition permit.
- Provide DNR notification. (Owner to provide asbestos survey Co. contact info to Stapes)
- Secure the jobsite with proper fencing until job completion.
- Raze the building. Dispose of all C & D debris to the landfill.
- Remove all brick & concrete including foundation footings and slurry pit.
- Backfill all depressions caused by demolition work and grade site accordingly for drainage.
- Provide more than adequate Insurance binder to owner prior to commencing any work.

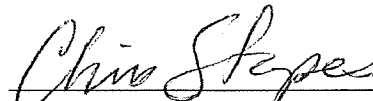
Owner will provide:

- Asbestos survey.
- All utility disconnects. (Gas, Water, Elec., Sewer, Etc.)

Stapes Concrete & Grading will complete this job in a 4 day time period at a price of \$31,555.00

Please sign below if our proposal is satisfactory to you. Thank You

\_\_\_\_\_  
Owner

  
\_\_\_\_\_  
Stapes Concrete & Grading

Stapes Concrete & Grading

2426 McGregor Street St Charles, IA 50240 (515) 202-8800



# **WANDERPOOL**

**CONSTRUCTION, INC.**

1100 North 14th Street  
Indianola, IA 50125  
515-961-4682

## **Bid**

Date	Estimate #
7/12/2016	2774

**Buyers Realty, Inc.**  
**Dave Little**  
**3101 Ingersoll Avenue**  
**Des Moines, Iowa 50312**

Project
1100 North Jefferson Indianola Locker

Description	Qty	Units	Rate	Total
City permits Sewer disconnect at cast iron clean out in front of building. Water disconnect at stop box in front of building. Demolish entire building and haul debris away from property. Includes all concrete, floors, foundation. Fill areas disturbed back up to original elevation for drainage.   <				

Contractor Signature \_\_\_\_\_

Customer Signature \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

**Meeting Date:** 10/17/2016

---

**Information**

**Subject**

Resolution authorizing the purchase of a 2017 F350 service truck for the Indianola Street Department

**Information**

Ed Yando, Street Superintendent, and Finance Director Chris DesPlanques are recommending (memo) to purchase a 2017 F350 service truck in an amount of \$34,491. The truck will be purchased from Stivers Ford, Des Moines, Iowa in an amount of \$26,881 (state bid) and the service body will be purchased from Hawkeye Truck in an amount of \$7,610. In your packet is the resolution authorizing the purchase of this vehicle. \$35,000 was budgeted for this vehicle.

Roll call is in order.

---

**Fiscal Impact**

**Attachments**

Memo

Resolution

---



## CLERK'S OFFICE

TO: Ryan Waller, City Manager

10/14/2016

FR: Ed Yando, Street Department  
Chris DesPlanques, Director of Finance

RE: Street Department Truck

The Street Department needs to replace a 2001 Dodge with Service Body, as it is beyond its useful service life.

It will be replaced with a F350 with a Service Body.

The truck will be purchased from Stivers Ford, who has the state bid contract pricing. The service body was selected from 4 bids solicited from 2 truck equipment suppliers.

The low bid is from Truck Equipment for a Knapheide Model 696J steel service body in the amount of \$5,988, however staff recommends considering an aluminum unit.

Staff recommends purchasing the Reading Classic II Aluminum Service Body from Hawkeye Truck for the amount of \$7610.00.

The Reading Aluminum Body is preferred for several reasons:

- 1) Preferred Layout of shelving and compartments
- 2) Single Piece Construction-No Bolts or screws to loosen or rust.
- 3) Weight-50% lighter meaning more fuel economy, less wear and tear on truck, and additional payload capacity when needed.
- 4) 10 year warranty on Aluminum Body vs 6 years on steel.

Given the additional warranty term, and expected longer service life, the aluminum unit becomes the more economical choice in the long term.

F350 State Bid from Stivers	\$26,881.00
Service Body amount	\$ 7,610.00
Total	\$34,491.00
Budgeted amount	\$35,000.00

RESOLUTION NO. 2016-\_\_\_\_\_

RESOLUTION AUTHORIZING THE PURCHASE OF A  
2017 F350 SERVICE TRUCK FOR THE INDIANOLA STREET DEPARTMENT

WHEREAS, two bids were solicited through the Indianola Street Department and two bids were received; and

WHEREAS, the low bidder for the vehicle was from Stivers Ford (state bid) in an amount of \$26,881 and staff recommendation is to purchase the Reading Classic II Aluminum Service Body from Hawkeye Truck and Truck Equipment in an amount of \$7,610 for a total cost of \$34,491; and

WHEREAS, the Indianola Street Department and Director of Finance are recommending to award the order for the vehicle to Stivers Ford in Des Moines, Iowa at a cost of \$26,881 and the service body from Hawkeye Truck in Des Moines, Iowa in an amount of \$7,610, the budgeted figure was \$35,000; and

NOW, THEREFORE BE IT RESOLVED, by the Indianola City Council that a 2017 Service Truck for the Indianola Street Department shall be purchased from Stivers Ford and Hawkeye Truck and Truck Equipment in Des Moines, Iowa in the amount of \$34,491.

Dated this 17th day of October, 2016.

---

Kelly B. Shaw, Mayor

ATTEST:

---

Diana Bowlin, City Clerk

**Meeting Date:** 10/17/2016

---

**Information**

**Subject**

Resolution approving a professional services agreement with Snyder & Associates for Municipal Engineering Services

**Information**

In your packet is a resolution and agreement that provides a framework for Snyder & Associates to perform the municipal engineering services for the City. Exhibit B in your packet includes costs associated with the following five key items the City desires to move forward with:

- Capital street improvements for 2017 (bid preparation for the road work)
- Pavement condition system implementation
- Storm water master plan
- On-call engineering for special projects and issues
- Subdivision plat and site plan review (if needed)

Three firms were interviewed by the following team: Ryan Waller, Lou Elbert, Ed Yando, Chuck Burgin, Chris DesPlanques and Council member John Parker.

Roll call is in order.

---

**Fiscal Impact**

**Attachments**

Resolution

Agreement

Exhibit A Proposal

Exhibit B

---

**RESOLUTION NO. 2016-**

**RESOLUTION APPROVING A PROFESSIONAL SERVICES  
AGREEMENT WITH SNYDER & ASSOCIATES FOR MUNICIPAL  
ENGINEERING SERVICES**

**WHEREAS**, the City Indianola, Iowa, is in need of engaging an engineering firm to provide municipal engineering services for the City (hereinafter referred to as “Services”); and

**WHEREAS**, the City of Indianola, Iowa, has solicited proposals for said Services; and

**WHEREAS**, after review of the proposals the City Council believes it to be in the best interest of the City to engage Snyder & Associates of Ankeny, IA to perform the Services; and

**WHEREAS**, it is the determination of the City Council that the City should enter into a Professional Services Agreement with Snyder & Associates in the form attached as Exhibit “A”.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa, that:

1. The Professional Services Agreement with Snyder & Associates for the Services is in the public interest of the citizens of the City of Indianola and is hereby approved.
2. The Mayor is authorized and directed to execute the Professional Services Agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

**PASSED** this 17th day of October 2016.

---

Kelly B. Shaw, Mayor

**ATTEST:**

---

Diana Bowlin, City Clerk



## **PROFESSIONAL SERVICES AGREEMENT**

**THIS AGREEMENT**, made and entered this \_\_\_\_ day of \_\_\_\_\_, 2016, by and between the **CITY OF INDIANOLA**, a municipal corporation of the State of Iowa, hereinafter referred to as "CITY," and **SNYDER & ASSOCIATES, INC.**, hereinafter referred to as "SERVICE PROVIDER."

**WHEREAS**, the CITY is in need of a qualified firm to provide Municipal Engineering Services, hereinafter referred to as "Services"; and

**WHEREAS**, the CITY solicited proposals for said Services; and

**WHEREAS**, the SERVICE PROVIDER was determined by the City Council to be the best suited to meet the CITY's needs for the Services.

**NOW, THEREFORE, THE PARTIES HEREBY MUTUALLY AGREE AS FOLLOWS:**

The parties hereby agree to be bound by the terms and conditions and all promises contained in the proposal submitted by the SERVICE PROVIDER to the CITY, a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference as if set out in full. In addition, the parties agree as follows:

1. SERVICE PROVIDER shall indemnify and save harmless CITY, its agents, servants and employees from and against any claim, demand or cause of action arising out of negligent or intentional act or error or omission of SERVICE PROVIDER, its agents, servants or employees in the performance of services under this agreement, whether direct or indirect, except that SERVICE PROVIDER shall not be liable under this section for damages arising out

of injury or damage to persons or property directly caused or resulting from the sole negligence of CITY or any of its officers, agents or employees.

The execution of the agreement by SERVICE PROVIDER shall obligate SERVICE PROVIDER to comply with the foregoing indemnification provision, however, the collateral obligation of insuring this indemnity must be complied with as set forth below.

2. SERVICE PROVIDER shall not commence operations and/or labor pursuant to the terms of this Agreement until certification of proof of insurance detailing terms and provisions of coverage has been received and approved by the CITY. Minimum insurance coverage shall be required as set forth in Exhibit "A."

3. Payment for Services will be made in accordance with the fee schedule as set forth in Exhibit "B". In the event a fee is not provided for in Exhibit B, then the fee shall be mutually agreed upon by the Parties, unless the fee is listed in Exhibit "A", then that shall be the fee. If there is a conflict in fees, Exhibit B shall prevail.

4. This Agreement may be terminated by either party for cause or by CITY for convenience upon fourteen (14) days' written notice by the terminating party to the other party of such termination in which event SERVICE PROVIDER will be paid its compensation for services actually performed to termination date. "Cause" is defined to be, but not limited to, violation of any of the covenants, duties or terms of this Agreement. In the event that SERVICE PROVIDER abandons this Agreement or causes it to be terminated, SERVICE PROVIDER shall indemnify CITY against any loss resulting from this termination.

5. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understanding applicable to the matters contained herein, and the

parties agree that there are no commitments, agreements or understanding concerning the subject matter of this Agreement that are not contained in this document.

**IN WITNESS WHEREOF**, the parties to this Agreement have set their hands on the day and year first written above.

**"CITY":**

**CITY OF INDIANOLA**

By: \_\_\_\_\_  
Kelly B. Shaw, Mayor

Attest: \_\_\_\_\_  
Diana Bowlin, City Clerk

**"SERVICE PROVIDER":**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_



# PROPOSAL FOR MUNICIPAL ENGINEERING SERVICES



August 3, 2016



Prepared for:

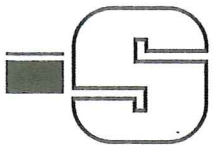
**City of Indianola**



**SNYDER & ASSOCIATES**  
Engineers and Planners







August 3, 2016

**OFFICE OF CITY CLERK**

Ms. Diana Bowlin  
City Clerk  
City of Indianola  
110 N 1<sup>st</sup> Street  
Indianola, IA 50125

**AUG 03 2016**

**INDIANOLA, IOWA**

RE: REQUEST FOR QUALIFICATIONS FOR MUNICIPAL ENGINEERING SERVICES  
CITY OF INDIANOLA, IOWA

Dear Ms. Bowlin:

Snyder & Associates, Inc. is pleased to submit this statement of qualifications to provide professional engineering services for the City of Indianola.

Enclosed is our Proposal for your review and consideration. Snyder & Associates, Inc. was founded upon our municipal engineering practices and it remains the focus of our firm today. In review of our submittal, we call to your attention a number of key points that highlight our qualifications for meeting the high expectations of the City of Indianola.

- Philosophy – We will work to build a long-term relationship with the City structured on our daily service, our flexibility with multiple communication platforms, and our quick action to address issues as they arise. We want to be your partner in building a successful vibrant community. We will strive to become your trusted partner, acting as a seamless extension of City staff.
- Experience – Snyder & Associates provides day-to-day municipal engineering services to over 50 communities. Project specific services are provided for countless others. We understand that municipal engineering is more than just the day to day issues that arise, but a long range vision of how the infrastructure works together as a sustainable machine that supports the community. We will provide professional and knowledgeable communication and assistance, whether it be a presentation to City Council on a large project or meeting with a citizen about a drainage complaint.
- Resources – Snyder & Associates offers a wide range of engineering and planning services to meet your needs. Our company organization offers the responsiveness of a small firm with the resources of a large firm. We have a full staff in the Des Moines metro area to serve your needs, and particular staff that want to spend their energy to serve the City of Indianola.

- Project Financing - Snyder & Associates understands municipal finance in terms of public infrastructure needs, and offers extensive and successful experience in helping our communities obtain funding from a variety of sources.
- Responsiveness - Snyder & Associates is a short distance from the City of Indianola and can offer quick and direct response to all of your needs. As your municipal engineering representative, we offer the City the personal and professional service that you request and the commitment and dedication that you deserve.
- Familiarity – Snyder & Associates, Inc. has worked for the City of Indianola and on projects for Simpson College, Indianola Schools, and private interests. Key staff live and are active in the community giving an unparalleled understanding of key issues.

Your consideration of our qualifications is most appreciated. We also offer an invitation to visit our office to meet our staff and review our capabilities and facilities if you would be interested. If you have any questions or desire additional information, please let us know. We appreciate the opportunity to enhance our relationship with the City of Indianola.

Sincerely,

SNYDER & ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "D. N. Moeller", with a long horizontal flourish extending to the right.

David N. Moeller, P.E.  
President

Encl.



## FIRM HISTORY

Snyder & Associates, Inc. started in 1977 in a barn in Oskaloosa, Iowa. Founders Dennis Snyder and Steve Rowe soon landed their first municipal client, Polk City, Iowa. In 1978 they moved the firm to Ankeny, Iowa to better serve their new client.

### Table of Contents

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Appendix C – Certificate of Insurance & Billing Example	Page 28
Appendix D – Project Examples	Page 32

Municipal engineering has always been the foundation of the firm. Upon that foundation we have grown to over 240 employees in 11 office locations. Ankeny remains our headquarters, and we are *still the City Engineer for Polk City*.



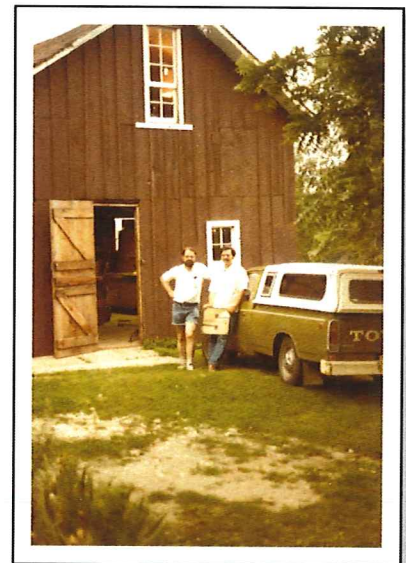
For 39 years our firm has been providing comprehensive consulting engineering and planning services to municipalities, schools, public agencies, and private developers. Our goal is to facilitate “growth through planning” by addressing our

client’s long term planning needs as well as solving day-to-day problems through collaborative efforts. *Many of our clients have told us they like us because we simply “take care of business”.*

Our primary objective is to relieve your stress by solving technical problems so you can focus on the bigger pictures within your community.

Our firm has evolved over time and our focus has turned to the quality of life of the municipalities and regions we serve.

Community vibrancy is a key driver for many of our projects. This fosters positive outcomes so residents are proud that they live there and outsiders wish that they did.



The firm continues to strive towards this goal, so our services have expanded in scope to include complete municipal engineering capabilities functioning much like an on-staff engineering department. In this regard, the firm provides services from the project planning stage through implementation, utilizing expertise in long term visioning and creative, sustainable engineering design solutions.

## SERVICES OFFERED

- Municipal Engineering
- Comprehensive Planning
- Recreational Trails
- Traffic & Transportation
- Master Planning – Commercial/Civic
- Storm Water Management
- Land Use Planning
- Growth Management Plans and Annexation
- Landscape Architecture
- Park & Recreation Planning



- Residential Subdivision Design
- Street, Roadway, Signal Design
- Environmental/Site Certification
- Bicycle Facility Planning and Design
- Water Treatment & Distribution
- Wastewater Collection & Treatment
- GIS Mapping

**Work for the City of Indianola will be completed by our full service staff from our Ankeny office.**

## CLIENTS

Snyder & Associates, Inc. is actually working for over 875 clients, but more importantly, 94% of our work is with repeat clients.

Our list of top 50 clients in terms of work volume over the last five years is mostly cities, including:

- City of Altoona
- City of Ames
- City of Anamosa
- City of Ankeny
- City of Atkins
- City of Atlantic
- City of Avoca
- City of Boone
- City of Cedar Falls
- City of Cedar Rapids
- City of Clinton
- City of Council Bluffs
- City of Des Moines
- City of Fort Dodge
- City of Huxley
- **City of Indianola**
- City of Iowa City
- City of Jefferson
- City of Monticello
- City of Omaha
- City of Pleasant Hill
- City of Polk City
- City of Robins
- City of Sac City
- City of St Joseph
- City of Toledo
- City of Urbandale
- City of Washington
- City of Waterloo
- City of Waverly
- City of West Burlington
- City of Winterset

## EXPERIENCE IN WORKING WITH GOVERNMENT ENTITIES

Snyder & Associates, Inc. has extensive experience in working with all levels of government including city, county, state, and federal. Government clients including cities, counties, state, and federal government represent approximately 70% of our business. We currently provide services at some level to over 50 communities in Iowa. This experience has taught us the importance of using a team approach in providing our services as an extension of the City staff. We utilize our experience to anticipate the issues that may arise and provide thoughtful solutions prior to those issues becoming problematic. This is particularly important when working with the public at various stages of each project. ***Our success in continually meeting and exceeding expectations shows in that virtually all of our government clients are repeat clients.***

## FIRM PHILOSOPHY

Snyder & Associates' philosophy is based on a commitment to serve our clients and a dedication to maintaining a high level of written, verbal, and graphic communication with a "can-do" attitude in our responsiveness to client requests. We intend to assist the City of Indianola through our extensive experience in municipal engineering by providing innovative, time saving

ways to reduce the load on City staff and provide a clear, streamlined approach to engineering services.

### COMMITMENT TO SERVICE

With over 150 of our 240 employees being located in our Ankeny office, we can tackle a wide range of municipal needs. We take pride in our collegial atmosphere and collaborative work environment. Our staff members believe the best way to serve our clients is to assign the right people to the job. Our nominated staff, led by Mr. Dave Moeller, P.E., is well experienced in tackling the issues the City of Indianola currently faces. ***We look forward to serving the City of Indianola and offer our assurances that we are ready to establish a long lasting relationship with the City immediately.***

### OFFICER PROFILES

#### President & CEO

Dave Moeller, P.E. started at Snyder & Associates, Inc. in 1992, shortly after taking the Professional Engineer license exam. He quickly began exhibiting skill at the process of successfully completing transportation projects. He became a Project Manager, then Director of the Transportation Group. He was named Vice President in 2001 and became President and CEO of the firm in 2007.



#### Vice President

Mark Land, P.E. started in 1990 at Snyder & Associates, Inc. as a student intern. He began his full time career in 1993 as an engineer in training and developed an expertise in stormwater hydrology and hydraulics. He grew into a leadership role as a Project Manager, then Director of the Government Group and later became the Civil Business Unit Leader for the headquarters office.



#### Treasurer

Sherri Moore, CPA started at Snyder & Associates, Inc. in 1981, helping the founders prepare invoices. She runs the accounting department and has successfully guided the finances of the firm through the significant transition from a sole proprietorship to a professionally managed firm with shareholders.



### CONTACT INFORMATION

SNYDER & ASSOCIATES, INC.  
2727 SW Snyder Boulevard  
Ankeny, IA 50023  
P. 515.964.2020  
F. 515.964.7938

David N. Moeller, P.E. – President  
[dnmoeller@snyder-associates.com](mailto:dnmoeller@snyder-associates.com)





Our designated representative and key support staff members are highlighted below:

- ***Municipal Engineer Representative-*** Mr. Dave Moeller, P.E. will serve as the City Engineer Representative for Snyder & Associates, Inc. He lives in the City of Indianola and commutes to the Ankeny office. Dave is the President and CEO of Snyder & Associates, Inc. and therefore has the authority to wield the significant resources of the firm to meet the City's needs. Mr. Moeller has served in a similar capacity with Iowa State University for much of their campus needs. His background in pavement management and general civil engineering has led to a long relationship with sustainably managed pavement repair program for all their lots, streets, and sidewalks.



- ***Assistant Engineer -*** Mr. Garrett Reeder, P.E. will be the Lead Support Representative for all engineering work with the City of Indianola. Mr. Reeder will be the point contact for service items as they arise and will assist in most projects and requests that are undertaken at the City's request. Once the City contacts Mr. Reeder and requests a service he will act quickly. If the request is outside his area of expertise, he has extensive staff resources to draw from. Mr. Reeder has worked directly with a number of municipalities and is very familiar with processes such as project management, coordination with utilities, fielding resident concerns, and keeping city staff updated on project status. Garret is a member of the American Society of Civil Engineers and is the vice president of the Younger Members Group of Central Iowa. He looks forward to bringing his availability and energy to your community.



## COMMUNITY EXPERIENCE

Snyder & Associates, Inc. has enjoyed working with the City of Indianola since 2002. We have successfully completed a number of projects directly for the city, and have completed numerous other projects for the School District, so our knowledge of the community is very strong. Moreover, we have developed a strong understanding of the needs of the community, and feel we are the perfect fit to assist the City of Indianola with well planned growth and sustainable maintenance programs.

## OUR COMMITMENT

Snyder & Associates, Inc. is committed to providing the City of Indianola with dedicated engineering support for all engineering needs. Our team will provide you with the continuity and dedication of service that the City of Indianola needs. We will attend City Council and Planning and Zoning meetings.



## THE MUNICIPAL ENGINEERING EXPERIENCE

Our comprehensive engineering and planning services provide a cost-effective way for cities to benefit from a partner who can provide experienced professional engineering advice and service. Here is a list of items that separate us from our competition:

- ***Service tailored to each community.*** Snyder & Associates, Inc. recognizes each community has a unique situation, strategy and goals. We strive to match with those priorities. Indianola is growth oriented and has taken strides in financial stewardship for the long view. To correspond with these priorities we will emphasize system preservation activities taking care of existing infrastructure with a “stitch in time” approach to match the cities financial prudence. At the same time we will emphasize quality of life and economic development aspects, along with growth oriented planning to facilitate incremental improvements at a financially affordable pace.
- ***We make problems go away.*** Snyder & Associates, Inc. will take the lead in handling difficult situations in order for City staff to focus on their duties.
- ***We bring commitment, follow-through, “big picture” vision, and focus on detail so the City can be assured every task is completed to their long term satisfaction with no loose ends.*** Snyder & Associates, Inc. will work with City leaders to obtain a thorough understanding of the future of Indianola. That future will be kept in focus as infrastructure improvement projects are developed.
- ***We’re there when you need us.*** We will be ready at a moment’s notice to tackle requests made by City officials. Mr. Dave Moeller, P.E. is eager to help the City of Indianola whenever he is needed. City meetings will be attended at the request of the City.
- ***Open and honest communication at all stages of project development is our key to success.*** The key to a successful municipal engineer is the ability to communicate effectively, and to avoid surprises. We understand that providing information to City leaders, even if it isn’t something they want to hear, is better than brushing it under the rug. An informed City Hall keeps everyone up to speed on project status.
- We offer solutions to make the development process predictable, understandable and reasonable. ***We understand that our approach must be one of “how can we make things happen”.*** We have developed tools including checklists, flowcharts, processes, and calendars to facilitate development and communicate the path forward. Examples of our development review tools can be found in the appendices of this proposal.
- ***We provide services to a wide cross-section of Iowa communities, each with their own unique characteristics and concerns.*** Through our service to numerous cities, we have



developed extensive experience to help a community with the challenges they may encounter. Snyder & Associates, Inc. has gained a deep understanding of situations that can arise and how to avert them before they become a problem.

- This experience extends beyond traditional engineering to include development of:
  - Capital Improvement Plans
  - Long range planning and Comprehensive Plans
  - Voluntary / involuntary annexation
  - Development reviews, resolutions and development agreements
  - Project funding and financing
  - Other municipal government items

**Snyder & Associates, Inc.**  
**Select Municipal Services Provided Locally**

Services	Altoona Brent Culp	Knoxville Andy Burke, PE	Slater Jeremy Schlee, PE	Hartford Nathan Carhoff, PE	Pleasant Hill Eric Cannon, PE	Pleasantville Nathan Carhoff, PE	Polk City Kathleen Connor
Annexation: Voluntary, Involuntary	✓			✓	✓	✓	✓
Assessment Projects	✓				✓	✓	✓
Bridges, Structures and Retaining Walls	✓				✓		✓
Bicycle & Pedestrian Studies		✓					✓
Capital Improvement Plans, Budgets	✓	✓	✓	✓	✓	✓	✓
Comp Plans / Land Use Plans				✓	✓	✓	✓
Complete Streets Design/Concepts	✓	✓			✓		✓
Construction Services	✓		✓	✓	✓	✓	✓
Development Agreements	✓			✓		✓	✓
Environmental / Wetlands Delineation	✓		✓		✓	✓	✓
Grant Applications: CDBG, REAP, RISE, STP	✓	✓		✓	✓	✓	✓
Mapping (GIS/CADD)	✓	✓	✓	✓		✓	✓
Parks & Trails Planning, Design	✓	✓			✓	✓	✓
Preliminary & Final Plat Review	✓	✓		✓	✓	✓	✓
Rezoning/Zoning Ordinances	✓			✓		✓	✓
R.O.W. and Easement Acquisition	✓		✓		✓	✓	✓
Sanitary Sewer Feasibility & I/I Studies	✓			✓	✓	✓	✓
Sanitary Sewers & Treatment Facilities	✓	✓	✓	✓	✓	✓	✓
Sidewalk Improvement Projects	✓			✓	✓	✓	✓
Site Plan Review	✓	✓	✓	✓	✓	✓	✓
Site Plans for Public Facilities	✓			✓	✓	✓	✓
Storm Water Management, Flood Control	✓	✓	✓	✓	✓	✓	✓
Street & Transportation Improvement Projects	✓		✓	✓	✓	✓	✓
Survey	✓	✓	✓	✓	✓	✓	✓
T.I.F. Projects & Agreements	✓				✓	✓	✓
Transportation/Traffic Studies	✓				✓	✓	✓
Urban Renewal / Revitalization	✓			✓		✓	✓
Water Supply & Distribution Projects	✓		✓		✓	✓	✓
Water Supply & System Studies	✓		✓			✓	✓
Water/Sewer Rate Studies	✓		✓	✓		✓	✓



## APPROACH TO MUNICIPAL ENGINEERING SERVICES

Our Team Approach is summarized above. We envision ourselves as a seamless extension to City staff. We recognize successful working relationships are built on effective communication between all members of the team, including City staff and our key staff. To that end, here is how the firm will serve you:

- Provide quality, dedicated and affordable engineering service to the City.
- Prompt personal attention and striving to make the City staff and City of Indianola *feel* like they are our only client.
- Responsive professional service by coordinating all engineering and planning efforts, as requested, for the City.
- Work closely with staff on a day-to-day basis and will assist City staff as projects or issues arise.
- Become an expert on your code and your infrastructure system.
- Draw upon the expertise of the entire firm and offer the comfort of a long term relationship with the skills and experience of a diversified and large pool of talent.
- Assign personnel for specific projects based on the level of experience needed to accomplish the task at hand.
- Manage costs by communicating expectations to our staff and collaborating with your staff on a daily basis.
- Serve as a contact representing the City to the citizens of Indianola.

## FINANCIAL ELEMENTS OF MUNICIPAL ENGINEERING

With our municipal clients, most projects begin with long range capital planning in which projects, priorities and financing are developed. Snyder & Associates, Inc. can assist the City in preparing and/or updating their **Capital Improvements Program**, including developing cost opinions and reviewing available funding sources for target projects. We focus our planning strategies on **plans that are constructible**. Based on the City's priorities, the firm will work closely with the City Manager, Community Development Director, and other City staff as appropriate to develop items such as the CIP or grant applications. Once a plan is developed, we stand by it, and assist City staff with presenting the plan to elected officials and the general public.

**We strive to “bring the money with us” for specific projects.** Using everything from local sources to Federal Congressionally Directed Funding, Snyder & Associates, Inc. has been successful in procuring funding for many projects. Knowing whom to ask, how to ask, and how to properly use and document the use of the funding has been a significant part of our success.

Snyder & Associates, Inc. also offers extensive and successful experience in helping our communities obtain funding from a variety of sources. For example, we worked with the City of Indianola in securing outside funds through multiple sources, including: STP, U-STEP, and TSF. Funds were secured in the amounts of \$415,000 for Traffic Safety Funds, \$400,000 in U-STEP funds, and \$1.8 million in STP funding for the U.S. 65/69 Reconstruction project. In addition, we worked with the Fort Dodge on four projects to obtain outside funds through multiple sources, including: RISE, STP, U-STEP, 3R, TSIP, ICAAP, and TJ funds from the Iowa DOT; funds

from the Downtown SSMID, funds from America's Best Communities, philanthropic participation in public projects, and funds from local business owners. Total outside funding procured over the past four years for these four projects is over \$13 million. We are currently assisting Fort Dodge with their application for Clean Water SRF Water Resources Restoration Sponsored Projects to obtain \$3 million in funds to remove a high hazard dam on the Des Moines River and improve water quality through sustainable treatments within the river corridor. Below is a sample of outside funding sources we routinely assist communities secure and spend:

- Iowa Clean Air Attainment Program (ICAAP).
- Surface Transportation Program (STP).
- Revitalize Iowa's Sound Economy (RISE).
- Traffic Engineering Assistance Program (TEAP).
- Community Development Block Grant (CDBG).
- State Revolving Fund (SRF) Loan.
- Iowa Department of Economic Development (IDED).
- Transportation Alternatives Program (TAP)
- Urban-State Traffic Engineering Program (U-STEP).
- DOT/DNR funds.
- Resource Enhancement and Protection (REAP).
- FEMA Hazard Mitigation Grant Program (HMGP)

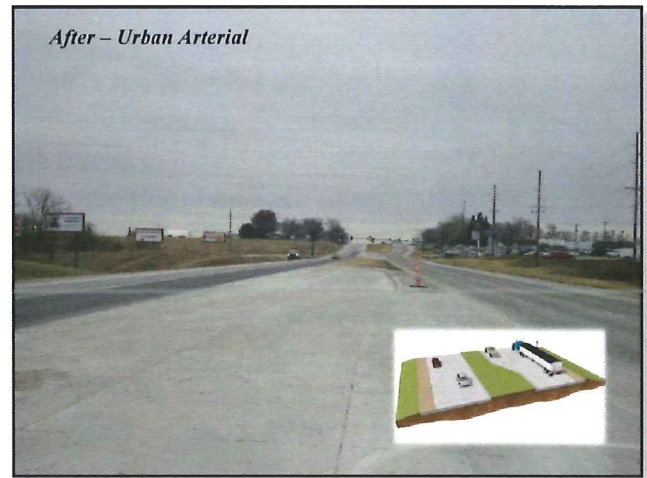
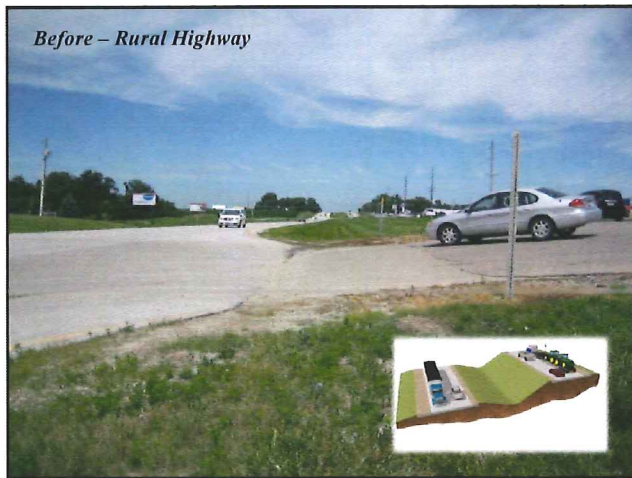
We are also intimately familiar with Tax Increment Financing, Tax Abatement programs, Urban Renewal Areas and Urban Revitalization. We have extensive expertise in developing sustainable sewer and water rates associated with infrastructure projects and the debt service. We also have vast experience with assessments.



## PROJECT ENGINEERING

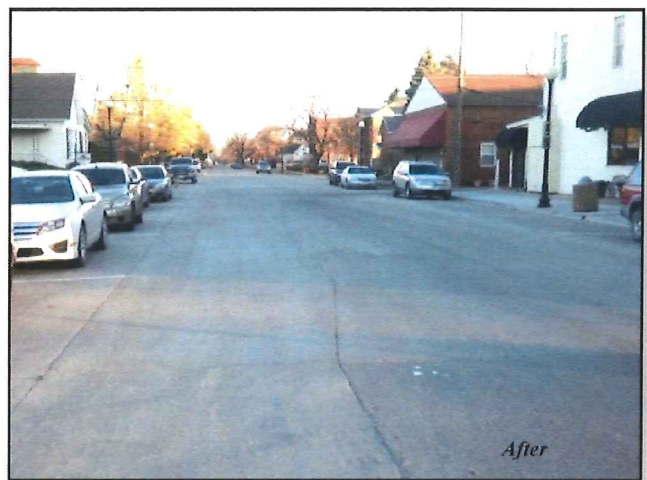
Snyder & Associates, Inc. has an established record of transformational projects. This success has been a result of our use of the interdisciplinary approach within the firm, and collaborative relationships with our clients. Snyder & Associates, Inc. has been working with the City of Indianola since 2002. We have successfully accomplished a number of projects including:

### US 65/69 Reconstruction



This project modified the highway from an uneven, rural, divided cross section to an urban section befitting the City's northward growth.

### Indianola Street Improvements



This project repaved 22 blocks of city streets, plus associated improvements. The prioritization within that effort led us to consider the merits of a pavement management program leading up to this proposal.



### Balloon Museum Box Culvert Extension



This project extended a highway box culvert to stabilize an area where erosion and slope failure were threatening the Balloon Museum site. The project was carefully designed to minimize wetland impacts.

### Indianola High School Site Improvements

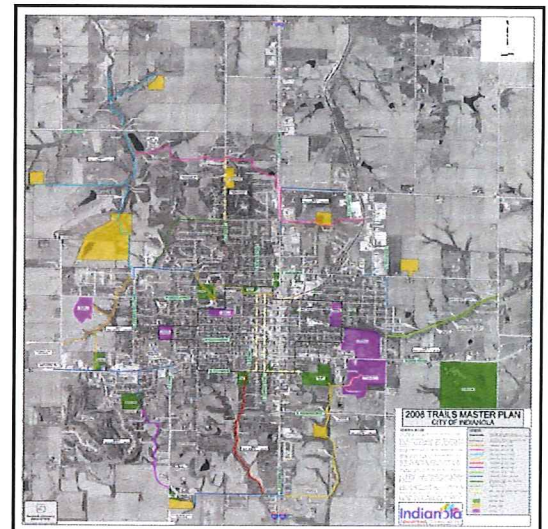


This project involved the reconstruction of three parking lots, relocation of bus parking, and landscaping at three school entrances.

### Indianola Trails Master Plan

The Indianola Trails Master Plan involved the conceptual design of a recreation network throughout and around the City of Indianola.

The City's existing on-street bike routes were reviewed in conjunction with the proposed network of trails, to ensure that the two systems worked together and weren't duplicative.



## **TRANSPORTATION & TRAFFIC**

Through the years, Snyder & Associates, Inc. has successfully completed thousands of transportation projects for municipal clients. These projects have varied from seal coat and asphalt overlay projects to a six-lane landscaped boulevard with roundabouts to major interchange/interstate improvements. We have completed noteworthy projects in many communities we serve in cooperation with the Iowa DOT. We were selected by the Iowa DOT to serve as an On-Call Design Services consultant for services including transportation studies, survey, highway design, structural engineering, and statewide trail master planning. We also serve as an Iowa DOT On-Call traffic engineer.

We have developed a solid relationship with the Iowa DOT through our work with municipalities throughout Iowa. It is through our Iowa DOT relationship that we understand potential outside financial support on projects so as to reduce the burden on cities for improvements. Our services include:

- Corridor location studies
- Environmental studies
- Street and highway design
- Storm sewer design
- Roadway signage
- Traffic signalization
- Traffic engineering
- Right-of-way acquisition
- Construction staging plans
- Construction phase services.

We recognize our success is based on excellent communication and responsiveness throughout the course of each project, whether it is assisting the City with public notification on detours or with the contractor to ensure substantial conformance with the approved construction plans.

## **BRIDGES, CULVERTS & STRUCTURES**

Shuck-Britson, Inc. of Des Moines is a subsidiary of Snyder & Associates, Inc. and provides a full range of structural engineering services performing design and construction services for bridges, culverts, retaining walls and dams. We offer services for planning and aesthetics, repair and rehabilitation and bridge rating and inspection.



## DRAINAGE, DAMS & FLOOD MINIMIZATION

Snyder & Associates, Inc. recognizes for most municipalities, a well-designed and maintained drainage system is key to minimizing citizen complaints and damage to private property and public infrastructure. Our services range from a comprehensive development review of stormwater impacts to large scale improvement projects. Engineering services include stormwater master planning, hydrology and hydraulics, system alternatives, detention requirements, flood studies, streambank restoration, channel stabilization, as well as funding applications and assistance. We have experience with the rigorous regulatory processes of the Iowa DNR, FEMA, US Army Corps of Engineers, and USGS. Snyder & Associates, Inc. has completed numerous earthen dam projects ranging from small fishing ponds to large regional detention ponds. We also have experience in spillway rehabilitation, sediment removal, sediment forebays and related environmental services.



**North Walnut Creek Flooding (Urbandale, IA)** – Snyder & Associates was contracted to update hydrologic and hydraulic modeling for the North Walnut Creek watershed. The modeling performed updated the hydrology for the entire watershed (14 sq. mi.) using various hydraulic modeling software.

The final product provided the City a tool for effective community planning. Most importantly, the data allows current and future residents to be more accurately informed regarding their flood risk.

Over the last several years, there has been a substantial increase in the number and magnitude of stormwater related issues we have seen with our clients. This ranges from increased nuisance water in back yards, to channel erosion, to full scale street flooding. We have worked closely with our clients to develop cost effective solutions, evaluate funding opportunities, and implement the solutions while working closely with the public through all phases of the project.

## SURVEYING, GIS & MAPPING

Snyder & Associates, Inc. considers surveying an integral part of the firm's services and the foundation of a successful project. Snyder & Associates, Inc. maintains a full staff of Professional Land Surveyors and talented survey technicians to fulfill all of your survey needs. Our teams have the latest tools and GPS equipment to collect precise field information to create accurate base maps. Professional Land Surveyors create accurate and thorough plats and boundary definitions. Snyder & Associates, Inc. works closely with contractors and the municipality to provide prompt and accurate construction services.



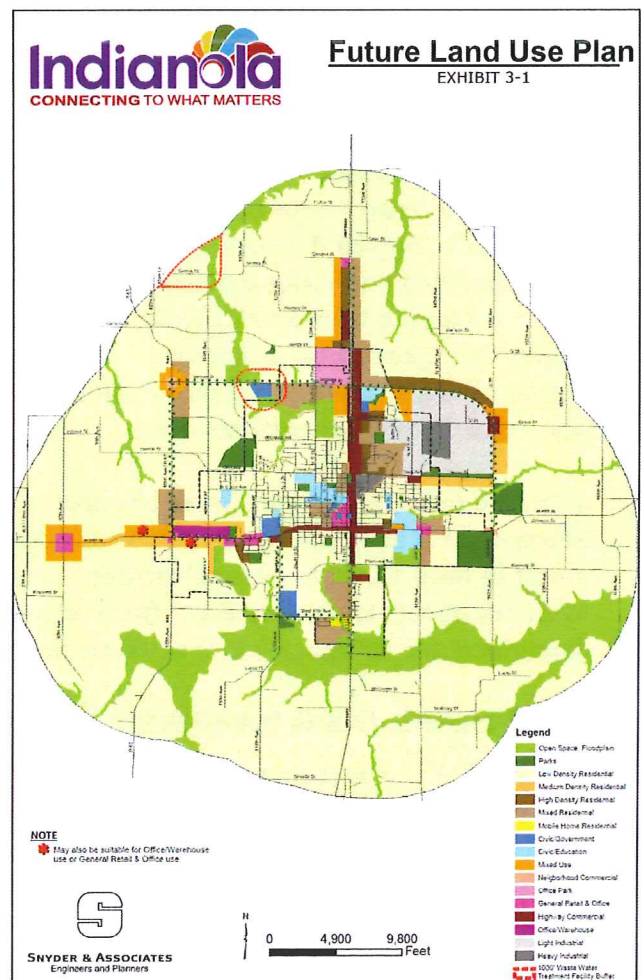


In addition in our role as City Engineer to numerous communities, Snyder & Associates, Inc. has been responsible for preparing various digital maps for cities such as zoning maps, water distribution system maps, sanitary sewer collection system maps, storm sewer collection system maps, street functional classification maps, pavement management mapping, parks and trails maps. As an extension of these services, Snyder & Associates, Inc. utilizes ArcView Geographical Information Systems (GIS) to prepare and update city's mapping and to manage relevant data, such as utility information. Snyder & Associates, Inc. understands the needs of providing a reliable system to collect and manage City utility and infrastructure information. We also appreciate the benefits from GIS and mapping services for use during routine maintenance and emergency events. Snyder & Associates, Inc. is willing to work with the City of Indianola, as requested, to develop an accessible storage system for maintaining as-built record drawings and files for the retention of utility and infrastructure information.

## LAND USE & COMMUNITY PLANNING

Snyder & Associates, Inc. provides comprehensive planning services in numerous municipalities and counties. These services include land planning, comprehensive plans, parks and recreation plans, transportation corridor studies, infrastructure studies, zoning and subdivision regulations, plat and site plan reviews, economic analyses and benefit/cost analyses. The firm excels at large or controversial projects such as annexations or assessment districts. Whether we are in a lead role or in one of supplemental assistance, we work closely with the City to generate strategies and approaches to sensitive issues and to conduct successful public meetings.

Snyder & Associates, Inc. has been highly successful in assisting numerous communities with both voluntary and involuntary annexation petitions. These services include preparation of benefit/cost analysis, preparation of Petitions for Voluntary Annexation, preparation of Petitions for Involuntary Annexation, attending meetings and negotiating with affected property owners, conducting public hearings and meetings, and in making presentations to the City Development Board. Our scope of services varies, depending on the magnitude and type of annexation, however our experience indicates the key to successful annexations is open communications between the City representatives and property owners. Early and personal communication with property owners will facilitate and streamline the process, while minimizing frustration and confusion for affected property owners and elected officials.





## CAPITAL IMPROVEMENT PROGRAM & PAVEMENT MANAGEMENT

We have assisted a number of communities with preparing a Capital Improvement Program (CIP) that assists with prioritizing projects in a well defined document. Preparing a CIP involves numerous steps but is initially developed by assessing the infrastructure needs not only from staff concerns but also from citizen complaints. Included information within CIPs is typically broken out by major funding categories (buildings, technology, parks, bridges, storm sewer, sanitary sewer, water, streets, traffic signals, etc.). Each project within those categories is further expanded to include the planned design and construction schedule, the need for the improvement, funding distribution (local, state, private, etc.), annual maintenance costs, and special considerations.

An integral part of developing a CIP for street preservation and reconstruction is to first develop a Pavement Management Program that includes evaluating the condition of the existing pavements to determine which streets are in most need of repair/replacement. By developing a Pavement Management Program it will assist the City in cost-effective management of their roadway infrastructure. We offer unmatched National expertise in pavement management, including Dale Harrington, past Director of the National Center for Portland Cement Concrete at CTRE, to help resolve these issues.

## PROFESSIONAL PRESENTATIONS

Snyder & Associates, Inc. recognizes that a key component of client satisfaction in a municipality is communication of often technical information and concepts to Council and the community. Council meetings, Planning & Zoning meetings, neighborhood meetings and even addressing citizen concerns are all regular but important instances that require clear and concise explanation of requirements and proposed solutions. We have experience in educating City Council and all levels of staff on the importance of various initiatives, considerations and investments and can be a trusted partner in conveying these messages.



Our team is ready to provide the personal interaction and the technical expertise to get the point across in a way that can be appreciated. We have graphic designers and other technicians on staff to provide helpful illustrations, maps, and drawings to allow officials and the community visualize projects or concepts.

## DESIGN STANDARDS AND DEVELOPMENT PROCESS

Since 1991, Snyder & Associates, Inc. has had extensive involvement with the creation, expansion and update of the Des Moines Metropolitan Design Standards Manual, and later to evolve to the Statewide Urban Standard Design and Specification Manuals (SUDAS). These documents have been adopted by hundreds of jurisdictions in Iowa. The utilization of uniform design methods and standardized construction specifications throughout many communities has

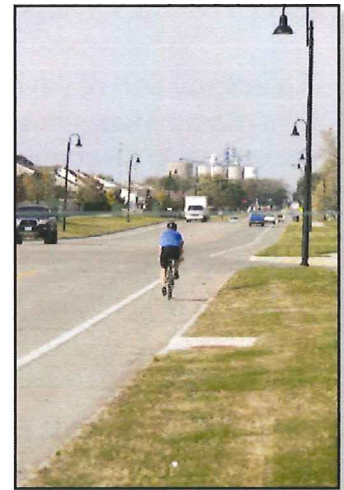
resulted in a consistently high quality, cost effective use of engineering, materials, and workmanship for the construction of public infrastructure.

Due to these benefits the development of the Statewide Urban Standard Design and Specification Manuals (SUDAS) has been accomplished as is currently being administered through the Institute for Transportation (InTrans), the Iowa Department of Transportation, and representatives of communities from across the state. We have been working along side InTrans and the Iowa Department of Transportation in continuing the effort of combining the SUDAS documents with the Iowa DOT standard specifications and design templates.

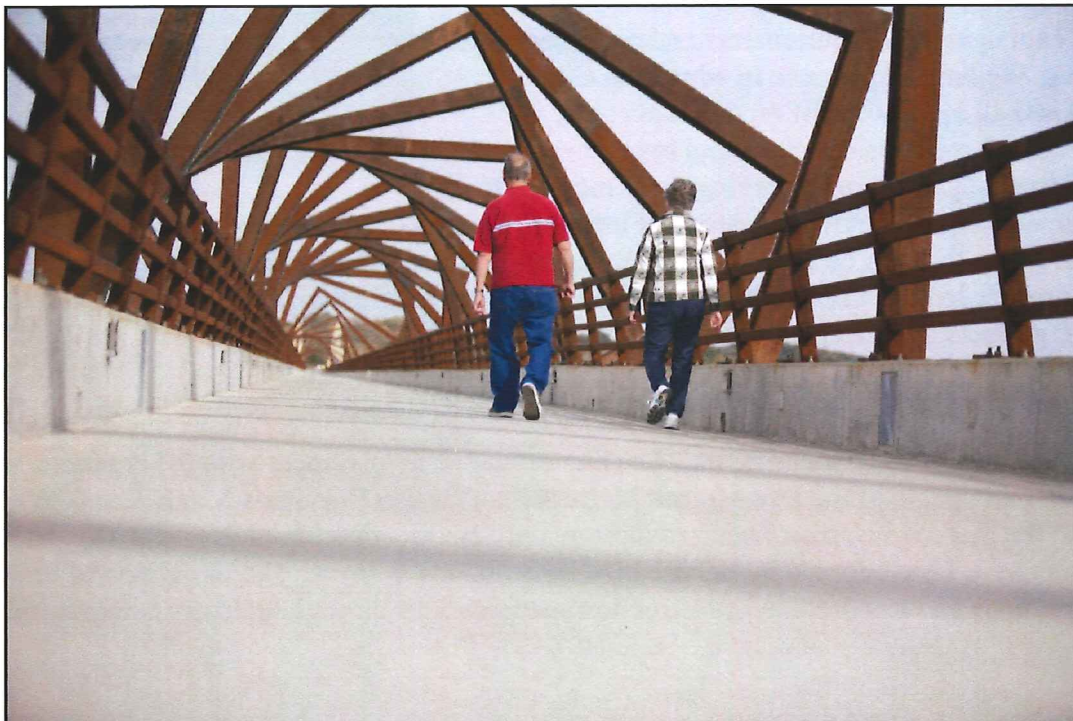
### QUALITY OF LIFE IMPROVEMENTS

Much of our engineering practice has led us into projects that bring direct quality of life improvements to those who live in proximity. These projects include:

- Multi-purpose trails
- “Complete streets”
- “Living streets”
- Safe Routes to School improvements
- Recreation facilities
- Parks
- Streetscapes and aesthetic improvements including the incorporation of public art



These are the types of projects that make you glad you live here, or wish that you did. The benefits of these projects include increased outdoor activity, wellness, and offer a sense of place that every community needs.





Snyder & Associates, Inc. typically utilizes a number of different manners of compensation for our municipal clients, based on their individual needs and resources as a community. Our basis of compensation can be tailored to your needs and even adjusted over time as appropriate.

The great benefit of hiring a consulting engineer to serve in a municipal role is the ability to obtain and pay for services as needed, rather than adding a staff engineer salary and benefits, while at the same time drawing on the vast resources of a full service firm rather than just the knowledge of a single individual.

### **CHARGEABLE TIME**

We prefer that staff time either working to the benefit of the City of Indianola, or when their presence is required, that they are able to charge their time. In this manner the City has full control over the use of our time and can make utilization decisions accordingly.

Alternatively, phone calls, requests for copies of existing information, etc. do not have to be charged since they are minor in nature.

### **AGREEMENT**

Snyder & Associates, Inc., Inc. proposes to draft a Master Services Agreement with the City of Indianola. This agreement would be the basis of all work performed and could be later modified over time as agreed to by both parties. The Master Agreement would name an annual General Engineering Budget, which would be the budget that our staff would be able to charge their time for miscellaneous day to day services as requested.

The Master Agreement will also line out the process of specific work assignments.

### **WORK ORDERS**

For specific project work and particular assignments by the City, there may be a need for more substantial staff assignment needs. When this arises, we will estimate the work and provide that information to City staff for review and comment. Work and charged time will not commence until there is clear understanding, agreement and approval by the City.

### **STANDARD FEE SCHEDULE**

Our current Standard Fee Schedule, shown in Appendix B, includes direct labor costs, overhead costs and profit combined into hourly unit costs. The billing classifications match the expertise, experience of the individual and responsibility of the individual. Our Standard Fee Schedule is subject to adjustment once each year by the Board of Directors, increases historically have been 0% - 3%.

Snyder & Associates, Inc. will assist City staff in determining appropriate fees the City may charge to offset the cost of work provided by Snyder & Associates, Inc. This includes, but is not limited to:

- Site plan review
- Traffic impact studies
- Preliminary plat review



- Final plat review
- Project specific grants or loans (not using a selection process)

### **OVERHEAD, ADMINISTRATION AND RELATED CHARGES**

Snyder & Associates has a robust accounting system and is routinely audited by Iowa DOT and expenses are allocated according to the American Association of State Highway Transportation Officials (AASHTO) guidelines and requirements. General office overhead functions are not billed directly to clients but are included in the billing rate for assigned staff. As an example and in simple terms, you will not receive a billed hour for accounting staff preparing an invoice.

### **BILLING EXAMPLE**

Snyder & Associates, Inc. has included a copy of a recent bill to a municipal client for a recent public works project located in Appendix C.

### REFERENCES

At Snyder & Associates, Inc. , we pride ourselves on a high level of client satisfaction. The City of Indianola is welcome to contact any of our municipal clients. Services provided are shown in the matrix in the “Services” section of this proposal. Here is a listing of a few of our Municipal clients we work with on a weekly basis out of our Ankeny office.

#### **City of Winterset**

Mark Nitchals, City Administrator  
(515) 462-1422

#### **City of Polk City**

Gary Mahannah, City Administrator  
(515) 984-6643

#### **City of Knoxville**

Aaron Adams, Interim City Manager  
(641) 828-0550

#### **City of Pleasant Hill**

Ben Champ, Community Development Director  
(515) 309-9460

#### **City of Altoona**

Jeff Mark, City Administrator  
(515) 967-3180

### DISCLOSURES

Snyder & Associates, Inc. has been providing engineering services to numerous public and private clients for almost 40 years. In today’s litigious environment, the small number of items below is evidence of our quality of work and client satisfaction. Approximately 94% of our work comes from repeat clients. Nearly 5% is new client work, which reflects our projected growth. The remaining 1% represents one-time projects such as house stakes.

### TERMINATED CONTRACTS

Since our founding in 1977, Snyder & Associates, Inc. has only had one contract terminated. This project was the First Avenue and Third Street Traffic Signal Project for the City of Cedar Rapids in 2012. Doug Wilson with the City of Cedar Rapids (319-286-5802) is the contact person for this project. The issue was related to a misunderstanding between our Project Manager and the City staff on the need for and the schedule of the proposed improvements. The contract was terminated and the improvements were not constructed. Snyder & Associates, Inc. is currently working on numerous successful projects with the City of Cedar Rapids. Our approach is to stand by our client through both positive and negative issues. We don’t back away when something happens that’s not planned. We have many satisfied clients who appreciate our willingness to come to the table to be a partner in resolving issues.

### LEGAL PROCEEDINGS

Snyder & Associates, Inc. is currently involved as a third-party defendant in three matters. While we are not a liberty to discuss them in detail, two of the matters involve a dispute between a home owner and a builder. The remaining matter is a dispute between a City and a property owner. We stand behind our work and are confident we will prevail in these matters.

### CONFLICT OF INTEREST AVOIDANCE PRACTICES

At this time, we are working for the Indianola Community Schools, Warren County, and a small developer in the City. As the largest engineering firm in central Iowa, we often find ourselves with clients on either side of a particular issue. We handle this with **transparency**, so both entities understand our working relationship, whether current or past with the other entity. This situation almost always results in a collaborative solution, since we typically have earned trust with both parties. An excellent example is our work with the City of Indianola, Iowa DOT, and Summercrest Developers, which resulted in successful projects.

One exception is when we are confronted with the potential of reviewing development that we prepared, such as a submittal for a private development client to City where we serve as municipal engineer. We solve this up front in one of two ways, always to the preference of the jurisdiction. We either eliminate ourselves from development work for private clients within that community, or if community wants our involvement in a development, we will recommend a competent engineering firm to perform an independent review.

### MULTI-JURISDICTIONAL FAMILIARITY

We perform for nearly every community in the DSM Metro. In many cases, we work on projects that involve DOT, DNR, County Governments, and many regulatory agencies. This familiarity and work relationship leads to seamless coordination to the benefit of Indianola. Our experience with the cities of Clive, Ankeny, and Altoona, throughout their significant growth periods, has shown us the value of working in collaboration with multiple jurisdictions and neighboring communities to achieve sustainable growth.



## David N. Moeller, P.E.

President



Mr. Moeller has over 25 years of experience in Civil Engineering with projects relating to traffic and transportation improvements, public and institutional site design, parking lot design, storm and sanitary sewer, water distribution, steam and natural gas. Mr. Moeller has been responsible for infrastructure design on multiple projects for Iowa State University, State of Iowa Capitol Complex and numerous schools libraries, public works facilities.

Mr. Moeller is active in the community and the profession, he currently serves on several community service and philanthropic boards as well as the state board for the American Council of Engineering Companies and is past president of the Iowa Section of the American Society of Civil Engineers.

### Select Project Experience:

#### U.S. Highway 65/69 Reconstruction – Warren County, Indianola, Iowa

Improved intersection geometry and profile deficiencies were accomplished by reconstructing the northbound lanes to match the southbound lanes. The result urbanized the roadway and three signals were installed to safely meet local access demands. The project required complex staging within the tight corridor to maintain through traffic. Snyder & Associates, Inc. assisted the City in securing traffic safety funds, U-STEP, and STP funding.

#### Institutional Roads 2014, Pavement Preservation – Iowa State University

Snyder & Associates, Inc. performs annual pavement management services to Iowa State University which includes pavement condition inspections on over 50 centerline miles. The study identifies rehabilitation and reconstruction opportunities. The 2014 project included Christiansen Drive and Stotts Road. Reconstruction of these roads was necessary due to the failure of the existing pavement. Christensen Drive is the primary roadway serving the University's College of Veterinary Medicine. Stotts Road is one of the main access roads around the Schilleter - University Village apartment complex. Both roadways are CyRide Bus routes.

#### State of Iowa, Department of Administrative Services Capitol Complex Parking Lots

Provided feasibility study and concept design for \$1.5 million improvements to parking lots at the Capitol Complex. Developed construction documents for the reconstruction and rehabilitation for nine parking lots within the complex totaling over 1,100 parking stalls. Developed feasibility study and design for second phase of site improvements totaling \$1.6 million. The study assessed the condition of the complex sidewalks, ADA parking stalls and ADA accessible parking stalls. The total project included 1,966 parking stalls.

### Education/Registration

B.S. Civil Engineering,  
Iowa State University,  
1987

Iowa – 12252

NCEES Professional  
Engineer and 18 other  
States

### Affiliations

- ASCE Iowa Section  
Past President
- ACEC Iowa Board  
of Directors

### Technical Specialties

- Master Planning
- Public Engagement
- Transportation
- Site Design
- Site Infrastructure  
Design

### Garret D. Reeder, P.E.

Civil Engineer



Mr. Reeder is a licensed professional engineer with over six years of experience focusing primarily on transportation improvements and roadway design. Garret has extensive experience performing engineering design and construction administration duties on a wide variety of municipal and heavy/highway projects including roadway, water, sewer, storm water, and site development as well as facility construction.

Mr. Reeder has significant experience with Iowa SUDAS and Iowa Department of Transportation standards and specifications. Garret brings an innovative approach to solving municipal infrastructure needs and a mindset focused on client satisfaction and customer service. Garret's primary responsibility is to be considered an extension of your staff.

#### *Select Municipal Experience:*

#### **City of Winterset, Iowa**

##### **Winterset Street Improvements Project**

Provided complete roadway design and project supervision for grading, storm sewer sizing and layout, pavement design, utility coordination, public outreach, and construction administration. The project consisted of the complete reconstruction of nine blocks of existing granular roadways with a 29' B-B PCC urban section. Project responsibility also included developing the preliminary and final assessments for properties along the proposed improvements.

#### **City of Pleasant Hill, Iowa**

##### **Oakwood Drive HMA Overlay Project**

Provided Civil Engineering and project supervision for PCC full depth patching, storm sewer construction, grading, roadway reconstruction, PCC paving, recreational trail, and HMA overlay along a residential corridor in Pleasant Hill, Iowa. Access to homes and businesses throughout construction was maintained to minimize inconvenience. Project responsibility included public outreach and communication with residents before and during construction.

#### **Iowa Department of Transportation**

##### **I-35 Reconstruction**

Provided Civil Engineering for roadway and interchange geometrics, culverts, grading, utility coordination, and traffic control for the I-35 widening project in Warren and Polk Counties. Responsibility also included construction administration support during construction to handle contractor questions.

#### **Education/ Registration**

BS Civil Engineering,  
Iowa State University,  
2009

Iowa - 22553

#### **Affiliations**

- American Society of Civil Engineers (ASCE)
- Vice President of ASCE Central Iowa Younger Member Group

#### **Technical Specialties**

- Municipal Roadway Improvements
- Roadway and Intersection Geometric Design
- Construction Administration & Oversight
- Storm water Improvements
- Pavement Analysis & Rehabilitation
- Public Coordination
- Technical Writing



**Erin Griffin, PLS – Land Surveyor**  
**A.A.S. Civil & Construction Engineering Technology**  
**Hawkeye Community College, 1999**

**Snyder & Associates, Inc.**  
**Ankeny, Iowa**



Mr. Griffin is a licensed Professional Land Surveyor in the State of Iowa with more than 17 years of experience. Erin serves as a survey project manager, which includes overall project management of various types of surveying projects that include boundary retracement surveys, plat of survey for property divisions, rural and urban subdivision platting, ALTA/ACSM land title surveys, right-of-way and easement acquisition, engineering surveys, utility mapping surveys and construction staking. In addition to managing his own projects, Erin works closely with other project managers and engineers to insure that surveying for projects meet the land surveying standards established by Iowa Code.

**Mark A. Land, P.E., CFM – Hydrologic/Hydraulic Engineer**  
**B.S. Civil Engineering, Iowa State University, 1992**  
**CPESC, 2003**

**Snyder & Associates, Inc.**  
**Ankeny, Iowa**



Mr. Land is a licensed Professional Engineer in the States of Iowa, Illinois, and Nebraska and has been involved in complex storm water projects since 1992. His most recent storm water analysis projects include SW 11<sup>th</sup> Street Reconstruction project and Leetown Creekway in Des Moines, Mud Creek Hydraulic Study in Altoona, and the Fourmile Creek Tributary A and B Hydrologic/Hydraulic Study in Ankeny. Mr. Land has extensive experience in all aspects of storm water management including water quality design, hydrologic and hydraulic modeling, storm water utility development, watershed assessments, and FEMA floodplain investigations and map revisions. Mr. Land will assist in the storm water management aspects within the City.

**Richard M. Voelker, P.E. – Civil Engineer**  
**BSCE, Iowa State University, 1991 Ankeny, Iowa**

**Snyder & Associates, Inc.**



Mr. Voelker is a licensed Professional Engineer in the States of Iowa, Nebraska, and Wisconsin, and brings over 20 years of transportation engineering and project management experience to the team. With a reputation for innovation and project success, Rich specializes in technically and politically challenging transportation projects, such as urban roadway reconstruction (road diets and Complete Streets), widening roads and intersections in fully-developed areas or constricted rights of way, new roads and trails on new alignments, and projects that involve intergovernmental coordination. His experience includes many projects receiving special recognition and awards. He is intimately familiar with Iowa DOT policies and procedures, and Federal Aid requirements.

Mr. Voelker is the Bicycle and Pedestrian Accommodation Practice Leader for Snyder & Associates, Inc. As such, he has provided expert witness testimony for court cases, and is regularly sought for comment from media outlets on the subject of bicycle and pedestrian safety. He has been responsible for over 200 miles of trail, plus bike lane and side path construction on numerous transportation projects, and has unmatched expertise in the design and construction of bicycle and pedestrian facilities, including ADA compliance. Rich leads a workgroup of eight engineers, one planner, and five technicians specializing in transportation and institutional site design projects.

**Dale Harrington, P.E.**

**B.S. Civil Engineering, Iowa State University, 1972**



Mr. Harrington, Principal Senior Engineer at Snyder & Associates, Inc., has over 40 years as a Professional Engineer and has managed and directed multi-million dollar highway projects and research programs throughout these years at the local, state and federal levels. He was the founding Director of two programs, one is the Portland Cement Concrete Pavement Technology Center at Iowa State University and the second is the Statewide Urban Design and Specification Program.

Mr. Harrington brings immense experience as a major administrator and manager of concrete pavement research and technology projects, and in developing training materials on concrete pavement, planning, design, and construction for new and rehabilitation projects. He also has developed eight major national training programs for concrete pavements over the last 8 years including serving as project manager, author or co-author of technical guides and completed development of 26 web-based training modules, web-conferencing and concrete pavement presentations. As project manager on concrete overlays program he was the author of the 2008 Guide to Concrete Overlays, co-author a tech brief on 3-D stringless paving along with presentations on the subject and is the co-author of the new 2013 Concrete Overlay Guide. Mr. Harrington is the 2010 recipient of the Martin J. Knutson Award for Technical Achievement American Concrete Paving Association.

**Snyder & Associates, Inc.  
Ankeny, Iowa**

**Mindy S. Moore, AICP, Planner**

**B.A. Urban Studies, Stanford University, 1998**

**MCRP, Community & Regional Planning, Iowa State University, 2001**



Ms. Moore has 14 years of experience as a planner and project manager for various projects including parks, trails, on-street bicycling, wayfinding signage, comprehensive and land use plans, zoning ordinances, and development plan review. She was previously employed by the City of Des Moines as a Park Planner where her primary responsibility was trails planning. She worked through various phases of projects including conceptual design, public input, budgeting, written reports, and managing construction.

Ms. Moore's experience includes coordination with multiple governmental entities including cities and counties as well as the Iowa Department of Natural Resources and the Iowa Department of Transportation. She has substantial experience in leading technical and stakeholder committees to develop a plan or project. Ms. Moore is an effective communicator with the public, stakeholders, and elected and appointed officials regarding planning and project efforts.

**Snyder & Associates, Inc.  
Ankeny, Iowa**



**Kathleen Connor, Senior Planner**  
**B.S. Landscape Architecture, Iowa State University, 1981**  
**Post-Baccalaureate Study, University of Houston, 1983**

**Snyder & Associates, Inc.**  
**Ankeny, Iowa**



With nearly 30 years of experience in municipal planning, Ms. Connor has substantial experience with municipal clients on a variety of projects ranging from Indianola's 2011 Comprehensive Plan Update to Clive's successful involuntary annexation. In addition to a strong planning and engineering background, Ms. Connor possesses the skills needed to create and implement long-term and sustainable development plans. Recent experience includes Boone's Annexation Study, Polk City's voluntary annexation, Marion County's new Subdivision Ordinance and Zoning District Regulations, Polk City's Big Creek Technology Campus Street and Recreational Improvements, a referendum project. Current projects include Huxley's Comprehensive Plan Update, Monona County's Future Land Use Plan, and Marion County's Comprehensive Plan Update.

As the City Representative to Polk City, Ms. Connor provides planning services on an on-going basis to a rapidly growing community. She is responsible for review of Preliminary Plats, Final Plats, Construction Drawings, PUD Master Plans and Site Plans. As a seamless member of staff, Ms. Connor has developed Development Guides and Checklists to simplify the development review process. Over the years, Ms. Connor has been instrumental in negotiating "win-win" Development Agreements between cities and developers. Kathleen developed the Clive Northern Neighborhoods Master Plan working with property owners, developers and existing residents. In Ames, she developed standards for a Single Family Conservation district to protect the historic architecture and land use mix in a redeveloping neighborhood. Ms. Connor is experienced with public meetings, Planning & Zoning commission meetings and City Council meetings.

**Mark A. Perington, P.E. – Senior Traffic Engineer**  
**B.S Civil Engineering, Iowa State University 1987**

**Snyder & Associates, Inc.**  
**Ankeny, Iowa**



Mr. Perington is a licensed professional engineer in the State of Iowa, Missouri, Nebraska, Wisconsin, and South Dakota and has 21 years of traffic engineering, transportation planning, and roadway functional design experience. Study experience includes traffic impact, intersection, interchange, corridor, school route, traffic signal, parking, signing, lighting, railroad crossing, and bicycle route studies. Design experience includes intersection reconstruction, traffic signal, signal systems, communication networks, lighting, interstate signing, pavement markings, and local street signing. Funding program experience includes Traffic Safety, Urban State Traffic Engineering Program, Surface Transportation Program, Iowa's Clean Air Attainment Program, Safe Routes to School Program, and Federal Hazard Elimination. For 20 years he has served as an on-call traffic engineer and program manager to the Iowa DOT for the Traffic Engineering Assistance Program. Through these project efforts, he has provided a variety of on-call services to the department in assistance of traffic operational issues in cities and counties throughout the state. Specific municipal engineering work responsibilities include over 15 years of work for the City of Clive acting on behalf of the City to assist with traffic engineering issues ranging from neighborhood traffic signing, traffic signal systems, coordinated signal timings, roadway lighting, intersection reconstruction planning, funding applications, interchange reconstruction plans, and site plan reviews.

**Don P. Marner, ASLA - Landscape Architect**  
**B.L.A. Landscape Architecture, Iowa State University, 1988**

**Snyder & Associates, Inc.**  
**Ankeny, Iowa**



Mr. Marner, a registered Landscape Architect, has been with Snyder & Associates, Inc. since 1989. His 23 years of park planning experience includes master planning, public meetings, design, construction documents, and cost opinions for communities across the State of Iowa. Don has been involved with park projects successfully completed in Ames, Anamosa, Ankeny, Atlantic, Carroll, Clive, Des Moines, Dyersville, Grinnell, Iowa City, Nevada, Oakland, Prairie City, and West Des Moines. This variety of experience provides a strong understanding of park planning and the process of working with citizens and various interest groups to develop recreation facilities for communities which will be utilized successfully now, and in the future. Additionally, Don has led the design and construction of numerous streetscape projects throughout Iowa.

**Timothy J. Monson, P.E. – Structural Engineer**  
**B.S. Civil & Environmental Engineering, Univ. of Wisconsin, 1986**

**Shuck-Britson, Inc.**  
**Des Moines, Iowa**



Mr. Monson will serve as structural consultant for Shuck-Britson, Inc. He has more than 22 years of experience as a bridge and building structural engineer in Iowa and has worked for municipalities throughout this time on bridges, municipal buildings, retaining walls, and other day to day structural design elements. He is experienced in working with the Iowa Department of Transportation, U.S. Army Corps of Engineers, and the Iowa Department of Natural Resources.



**SNYDER & ASSOCIATES, INC.**  
**2016-17**  
**STANDARD FEE SCHEDULE**

Billing Classification/Level		Billing Rate	
Professional			
Engineer, Landscape Architect, Land Surveyor, Legal, GIS, Environmental Scientist Project Manager, Planner, Right-of-Way Agent, Graphic Designer			
Principal		\$190.00	/hour
Principal		\$179.00	/hour
Senior		\$161.00	/hour
VIII		\$148.00	/hour
VII		\$141.00	/hour
VI		\$136.00	/hour
V		\$127.00	/hour
IV		\$115.00	/hour
III		\$107.00	/hour
II		\$97.00	/hour
I		\$83.00	/hour
Technical			
Technicians--CADD, Survey, Construction Observation			
Lead		\$113.00	/hour
Senior		\$109.00	/hour
VIII		\$102.00	/hour
VII		\$94.00	/hour
VI		\$83.00	/hour
V		\$75.00	/hour
IV		\$69.00	/hour
III		\$58.00	/hour
II		\$50.00	/hour
I		\$44.00	/hour
Administrative			
II		\$58.00	/hour
I		\$47.00	/hour
Reimbursables			
Mileage		current IRS standard rate	
Outside Services		As Invoiced	

# APPENDIX C – CERTIFICATE OF INSURANCE & BILLING EXAMPLE



SNYDAS1 OP ID: KN

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/29/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> DONAGHY KEMPTON INSURORS PO BOX 3287 DES MOINES, IA 50316-0287 Brian J Donaghy		<b>CONTACT NAME:</b> Brian J Donaghy <b>PHONE (A/C, No, Ext):</b> 515-288-8545 <b>FAX (A/C, No):</b> 515-288-2422 <b>E-MAIL ADDRESS:</b> brian@dkl-ins.com	
<b>INSURED</b> Snyder & Associates Inc Snyder & Associates Engineers & Planners LLC 2727 SW Snyder Blvd Ankeny, IA 50023		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: UNITED FIRE GROUP INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		<b>NAIC #</b> 13021	

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CONTRACTUAL LIAB <input checked="" type="checkbox"/> XCU INCLUDED GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO. JECT <input type="checkbox"/> LOC OTHER:	X		60376805	10/01/2015	10/01/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	X		60376805	10/01/2015	10/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	X		60376805	10/01/2015	10/01/2016	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	60376805	10/01/2015	10/01/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Property			60376805	10/01/2015	10/01/2016	
A	Inland Marine			60376805	10/01/2015	10/01/2016	Lsd Equip 100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>		<b>CANCELLATION</b>	
IOWAST5		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.	
		AUTHORIZED REPRESENTATIVE 	

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ACORD 25 (2014/01)

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# APPENDIX C – CERTIFICATE OF INSURANCE & BILLING EXAMPLE



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/22/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Holmes Murphy & Assoc - CR 500 1st Avenue NE, Suite 300 Cedar Rapids, IA 52401 Paula Dixon <b>INSURED</b> Snyder & Associates, Inc. 2727 Southwest Snyder Blvd P.O. Box 1159 Ankeny, IA 50023		<b>1-800-300-0325</b> <b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> <b>FAX (A/C, No):</b> <b>E-MAIL:</b> <b>ADDRESS:</b>	
		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> XL Specialty Insurance Company <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 37885	

### COVERAGES

CERTIFICATE NUMBER: 45037591

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>GENERAL LIABILITY</b> <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N N/A					WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	<b>Professional Liability</b> (Claims-Made Policy)		DPR9726472	09/24/15	09/24/16	Per Claim 2,000,000 Annual Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

### CERTIFICATE HOLDER

### CANCELLATION

USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

ACORD 25 (2010/05)  
kbrewer  
45037591

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# APPENDIX C – CERTIFICATE OF INSURANCE & BILLING EXAMPLE

## BILLING EXAMPLE



### INVOICE FOR PROFESSIONAL SERVICES

May 18, 2016

Aaron Adams  
 City of Knoxville  
 305 South Third Street  
 Knoxville, IA 50138

Invoice No: 115.0718.01 - 9

Project 115.0718.01 2016 Street Improvements

Professional Services through April 30, 2016  
 WO#18

#### Basic Services Lump Sum Fees

	Contract Amount	% Compl	Total Billed to Date	Previous Billed	Current Billed
Project Administration	15,500.00	79.00	12,245.00	11,625.00	620.00
Design & Specs	66,500.00	88.00	58,520.00	57,855.00	665.00
Plan Preparation	47,500.00	86.00	40,850.00	40,375.00	475.00
Bid Assistance	4,600.00	88.00	4,048.00	4,002.00	46.00
Utility Coordination	5,200.00	86.00	4,472.00	4,420.00	52.00
Topography Survey	8,400.00	100.00	8,400.00	8,400.00	0.00
Total Fee	147,700.00		128,535.00	126,677.00	1,858.00

Total Fee 1,858.00

Phase Subtotal \$1,858.00

	Total	Prior	Current
Billings to Date	128,535.00	126,677.00	1,858.00

#### Construction Services

	Hours	Rate	Amount
Engineer VI	4.50	132.00	594.00
Total Services	4.50		594.00

Phase Subtotal \$594.00

	Total	Prior	Current
Billings to Date	26.00	132.00	594.00

REMIT TO: 2727 SW Snyder Blvd. | P.O. Box 1159 | Ankeny, IA 50023-0974  
 p: 515-964-2020 | f: 515-964-7938 | email: ar@snyder-associates.com | Federal E.I.N. 42-1379015

## APPENDIX C – CERTIFICATE OF INSURANCE & BILLING EXAMPLE

Project	115.0/18.01	Knoxville-2016 Street Improvements	Invoice	9
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Subconsultant  
Lump Sum Fees

	Contract Amount	% Compl	Total Billed to Date	Previous Billed	Current Billed
Geotechnical	12,150.00	100.00	12,150.00	12,150.00	0.00
Architectural Study	3,744.00	100.00	3,744.00	0.00	3,744.00
Total Fee	15,894.00		15,894.00	12,150.00	3,744.00
<b>Total Fee</b>					<b>3,744.00</b>

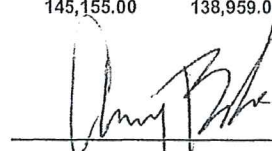
Phase Subtotal **\$3,744.00**

	Total	Prior	Current
Billings to Date	15,894.00	12,150.00	3,744.00

Amount Due this Invoice **\$6,196.00**

	Total	Prior	Current
Billings to Date	145,155.00	138,959.00	6,196.00

Snyder & Associates, Inc.

  
 Andrew Burke

Page 2

REMIT TO: 2727 SW Snyder Blvd. | P.O. Box 1159 | Ankeny, IA 50023-0974  
 p: 515-964-2020 | f: 515-964-7938 | email: ar@snyder-associates.com | Federal E.I.N. 42-1379015



## TRANSPORTATION



### GRIMES STREET RECONSTRUCTION (2013)

*Project Contact:*  
**Mike Schulte**  
 Public Works Department  
 City of Polk City  
 (515) 208-1271

*Contractor:*  
**Sternquist Construction**  
 Indianola, Iowa

*Design Team:*  
 Snyder & Associates, Inc.  
**John Haldeman, P.E.**  
 Project Manager  
**Garret Reeder, P.E.**  
 Project Engineer

*Project Costs:*  
**Engineer's Estimate:** \$711,500



The Grimes Street Reconstruction Project involved reconstructing approximately 1,500 feet of a two-lane rural asphalt street with a 25' B-B PCC urban section, including storm sewer. The project was located within an established residential neighborhood that was experiencing drainage problems when heavy rains occurred. The construction corridor was situated on a dead-end street creating challenges to maintain access to adjacent homes during construction. Snyder & Associates developed an extensive network of temporary access drives to maintain continuous access to adjacent properties during construction and to minimize impacts to construction activities. The existing roadway pavement was not entirely contained within the street right-of-way. Snyder & Associates centered the proposed roadway within the existing street right-of-way and lowered the profile to promote positive drainage to the storm sewer intakes and to fill in the existing ditches. No permanent right-of-way acquisition was required for construction of this project.



### WINTERSET STREETScape PROJECT (2014)

*Project Contact:*  
**Mark Nitchals**  
 City Administrator  
 City of Winterset  
 (515) 462-1422

*Contractor:*  
**Absolute Concrete Construction**  
 Slater, Iowa

*Project Costs:*  
**Engineer's Estimate:** \$473,000  
**Bid:** \$549,428  
**Total Construction Cost:** \$557,700

*Design Team:*  
 Snyder & Associates, Inc.

**Gabe Nelson, P.E.**  
 Project Manager  
**Garret Reeder, P.E.**  
 Project Engineer



The Winterset Streetscape Project involved complete reconstruction of the intersection of John Wayne Drive and Washington Street in front of the newly constructed John Wayne Museum near downtown Winterset. The project included pavement reconstruction, HMA overlay, storm sewer improvements, new ADA compliant sidewalks, decorative brick paver crosswalks and pedestrian ramps, traffic signals, and street lights. The project is an aesthetic spotlight for the community as visitors to the John Wayne birthplace use the newly constructed intersection for parking and photo opportunities near the museum. Federal funding was involved with this project so complete DOT record keeping was required for funding reimbursement.



### VAN DORN STREET RECONSTRUCTION (2009)

*Project Contact:*

**Mike Schulte**  
Public Works  
Department  
City of Polk City  
(515) 208-1271

*Contractor:*

**Concrete Technologies, Inc.**  
Urbandale, Iowa

*Project Costs:*

**Engineer's Estimate:** \$382,000  
**Bid:** \$407,213  
**Total Construction Cost:** \$381,988.73

*Design Team:*

Snyder &  
Associates, Inc.  
**John Haldeman,**  
**P.E.**  
Project Manager  
**Scott E. Port,**  
**P.E.**  
Project Engineer



The Van Dorn Street Reconstruction Project involved reconstructing two blocks of a two-lane rural asphalt street with a PCC urban section, including storm sewer, within an established residential neighborhood. The project was on a DART (Des Moines Area Regional Transit) bus route, and provided the only access to an apartment complex for the elderly. Snyder & Associates developed a detailed staging and plan which included a temporary access road through the project for continuous property and bus access. To improve drainage along the corridor, driveway grades, and roadway constructability, the new roadway grade had extensive changes from the previous, and a non-crowned roadway cross-section was used. A storm sewer system and culvert were constructed as part of the project. The culvert was also designed for use as a future storm sewer when an intersecting roadway is reconstructed in the future. This design will save the city money on both storm sewer and pavement costs on the future reconstruction project on the side road.



### CITY OF PLEASANT HILL 2014 PATCHING PROJECT (2014)

*Project Contact:*

**Gary Patterson**  
Public Works Director  
City of Pleasant Hill  
(515) 208-5211

*Contractor:*

**TK Concrete**  
Pella, Iowa

*Project Costs:*

**Engineer's Estimate:** \$434,100  
**Bid:** \$366,196  
**Total Construction Cost:** \$379,300

*Design Team:*

Snyder & Associates, Inc.  
**Gabe Nelson, P.E.**  
Project Manager  
**Garret Reeder, P.E.**  
Project Engineer

The 2014 Pleasant Hill Patching Project involved over 6,400 SY of PCC full depth patching, PCC driveway replacements, and joint filling. This was the sixth patching project for the City of Pleasant Hill that Snyder & Associates has successfully completed since 2012. Snyder & Associates assisted the City with identifying patching areas, preparation of construction documents, and oversight of construction activities.





### 2008/2009 CY-RIDE ROUTE PAVEMENT IMPROVEMENTS – TORONTO & HUTCHISON STREETS

*Project Contact:*

**Tracy Warner,**  
P.E.  
Municipal Engineer  
City of Ames  
(515) 239-5163

*Project Engineer*

*Contractor:*

**Con-Struct, Inc.**  
Ames, Iowa

*Design Team:*

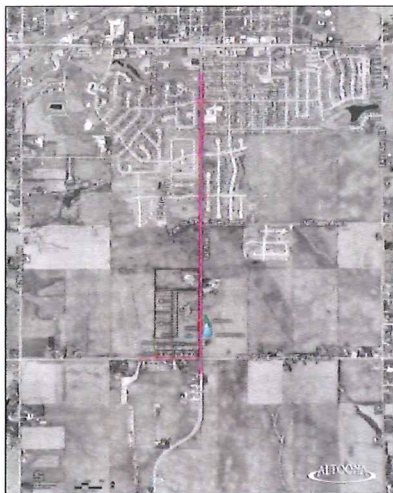
**Snyder &**  
**Associates, Inc.**  
**Wade A. Greiman,**  
P.E.  
Project Manager  
**John W.**  
**Haldeman, P.E.**

*Project Costs:*

**Engineer's Estimate: \$515,000**

**Bid: \$399,342**

The 2008 / 2009 Cy-Ride Route Pavement Improvements Project included reconstructing 1,400 feet of roadway, including a local street (Hutchison) and collector street (Toronto), located in a mixed use single-family and high density residential area. The roadway profile and pavement cross slopes were corrected to improve drainage, driveway grades, and ride-ability along the roadways. The reconstructed pavement included subgrade improvements, and subdrain was installed throughout the project. Segments of existing curb and gutter that were in good condition were left in place to reduce costs and to protect landscaping, fencing, utilities, and trees. In locations with existing sidewalk, the roadway was designed such that the limits of construction did not impact the sidewalk. Videos of the sanitary and storm sewer systems located within the project corridor were reviewed to determine the condition of the existing systems and identify repair or replacement locations for pipe segments and structures. The construction staging plan was developed to maintain access to the adjacent properties through the duration of the project. All construction was completed within the existing right-of-way.



### 1<sup>ST</sup> AVENUE SOUTH RECONSTRUCTION, ALTOONA (2008)

*Project Contact:*

**Vern Willey**  
Community  
Services Director  
City of Altoona  
515-967-5136

*Contractor:*

**Eco-Tech Construction**  
Grimes, Iowa

*Project Costs:*

**Engineer's Est.: \$6,523,584**

**Bid: \$6,547,242**

*Design Team:*

**Snyder &**  
**Associates, Inc.**  
**Wade Greiman,**  
P.E.  
Principal-in-Charge

**Total Construction Cost: \$6,499,098**

The 1<sup>st</sup> Avenue South Reconstruction Project involved converting a rural two-lane roadway to an urban three-lane facility with bike lanes and updated storm water drainage systems. 1<sup>st</sup> Avenue is the primary north/south arterial roadway running through the heart of Altoona. The project corridor was bordered by mostly residential properties along with parks and two churches. The public was

involved throughout the design process. As part of design, a safe pedestrian crossing of the roadway was needed to a new elementary school being constructed along the corridor; this was accomplished through the construction of a pedestrian box culvert under the road. The project also included two regional storm water detention facilities, wetland mitigation ponds, realignment of a stream, multiple regional siltation basins, detailed storm sewer designs, an access management plan, decorative street lighting, bike lanes along each side of the street, pedestrian walkways, and coordination with multiple utility relocations. The total project construction cost ended up nearly \$50,000 less than the original bid.<sup>3</sup>



### MORRILL ROAD RECONSTRUCTION (2010)

*Project Contact:*

**Cathy Brown**  
Program Manager  
Iowa State  
University  
Facilities Planning  
and Management  
(515) 294-6001

*Contractor:*

**Concrete Technologies, Inc.**  
Urbandale, Iowa

*Project Costs:*

**Engineer's Est.:** \$1,100,000

**Bid:** \$851,000

*Design Team:*

**Snyder &  
Associates, Inc.  
Jerod Gross, P.E.**

**Total Construction Cost:** \$878,375

The Morrill Road Reconstruction project was located on central campus at Iowa State University. The project included new construction of a 9" PCC pavement on modified subbase. The overall roadway width was reduced from 24 feet to 20 feet to help reduce the impact of storm water runoff. Several abandoned utilities were removed and the length of storm water piping was reduced. The project included a new sidewalk on the east side of the corridor to provide a connection for pedestrians and to reduce the number of pedestrians walking on the roadway. The project also included new bus stop areas, plaza gathering areas constructed of permeable concrete pavers, and new lighting. The parking areas were reconfigured to open the view of historic Beardshear Hall. The project included careful protection of artwork along newly remodeled Morrill Hall. Complex project staging plans were developed to allow for access across the roadway during construction. Construction was completed in August 2010.



### CROSS TOWN CONNECTOR PROJECT, FORT DODGE (2015)

*Project Contact:*

**Chad Schaeffer, P.E.**  
City Engineer  
City of Fort Dodge  
(515) 576-3601

*Contractor:*

**Wicks Construction, Inc.**  
Decorah, IA

*Project Costs:*

**Engineer's Est.:** \$7,100,00

*Design Team:*

**Construction)  
Wade Greiman, P.E.**  
Project Manager  
**John Haldeman, P.E.**  
Project Engineer

**Total Construction Cost:** TBD (Under



The Cross-town Connector Project includes the realignment and total reconstruction of an arterial street within the Downtown area of Fort Dodge. The Downtown of Fort Dodge has evolved into an area that cannot sustain itself without reconfiguring and contracting the size. The Cross-town Connector will provide better access to and throughout the Downtown, provide a continuous corridor across the entire city, and allow for multi-modal transportation. It will include two roundabout intersections, bike lanes, utility reconstruction and realignment, as well as on-street parking and landscaping improvements. The project included an extensive public engagement process during the impact study phase, and became the focus of a new City Council elected partway through the design process. The priorities for the project phasing changed with the new City Council and we were able to accomplish the adjustment without asking the City of additional compensation. Additionally, we assisted the City in procuring over \$2M in outside funding for the project.



### FIRST STREET RECONSTRUCTION PROJECT, HUXLEY (2006-2007)

*Project Contact:*

**Mr. John Haldeman**  
City Administrator  
City of Huxley  
(515) 597-2561

*Contractor:*

**Wicks Construction, Inc.**  
Decorah, IA

*Project Costs:*

**Engineer's Est.: \$1,500,000**

*Design Team:*

**Gabe Nelson, P.E.**  
Project Manager

**Total Construction Cost: \$1,419,000**

First Street in Huxley was reconstructed from 5<sup>th</sup> Avenue to U.S. Highway 69 (Approximately one-half mile). The project was divided into two phases. The first phase reconstructed the portion from Main Avenue to U.S. 69 and involved replacing the existing 24'-wide rural section roadway with a new 31'-wide back to back urban section. Due to the grade differentials from the existing to the proposed roadway elevation of up to 5', all of the franchise utilities throughout the corridor had to be relocated including overhead electric lines, gas mains, fiber optic cables, and buried telephone lines. The second phase of the project involved replacing the existing 27'-wide urban section street with a 31'-wide urban section street with sanitary sewer, water main, and storm sewer improvements.

## STORM WATER MANAGEMENT



### 2012 Sewer Repair Contract 2, 2012 2011 Sewer Repair Contract 2, 2011 2009 Sewer Repair Contract 1, 2009

These projects included preparation of plans to address stormwater erosion and storm sewer deficiencies throughout the City of Des Moines as a result of heavy amounts of rainfall received in 2008 and 2010. A portion of the projects received Hazard Mitigation Grant funding through FEMA and required additional coordination with Iowa Homeland Security. Design, plans and acquisition plats were prepared on accelerated schedules to meet the funding guidelines specified by FEMA.

*Tags: stream bank stabilization, storm sewer, outlet stabilization, easement acquisition, public involvement, FEMA hazard mitigation, integrated vegetation over hard armor systems*

**Des Moines, Iowa**

#### Project Team:

Mark Land, P.E.  
Adam Bullerman, P.E.  
Dr. Ivo Lopez, Ph.D., P.E.

#### Project Cost:

\$500,000 (2012)  
\$200,000 (2011)  
\$1,100,000 (2009)

### Brook Run Neighborhood Stormwater Management Study, 2012



The project involved the conceptual design and phasing of improvements for stream bank stabilization and sediment removal from three ponds for the Brook Run Village Owners Association. Erosion severity and risk to infrastructure was evaluated and used to assign priorities along with consideration for construction access constraints to develop a construction sequencing plan.

*Tags: stream bank stabilization, sediment forebays, dredging, grade control structure, public involvement, water quality*

**Des Moines, Iowa**

#### Project Team:

Mark Land, P.E.  
Adam Bullerman, P.E.

#### Estimated Project Cost:

\$2,600,000

### Squaw Creek Bank Stabilization, 2012-13



The project involved the design and preparation of construction plans to repair stream bank erosion along Squaw Creek in two locations north of Lincoln Way. At these locations, excessive flooding from 2010 damaged an adjacent recreational trail and protective cover over a 16 inch water main. The projects received Hazard Mitigation Grant funding through FEMA and required additional coordination with Iowa Homeland Security.

*Tags: stream bank stabilization, FEMA hazard mitigation, sheet pile wall, regulatory permitting*

**Ames, Iowa**

#### Project Team:

Mark Land, P.E.  
Adam Bullerman, P.E.

#### Project Cost:

\$570,000

### NE Tributary (A) to Fourmile Creek Stream Stabilization, 2012-14



The project involved the preparation of a stream stabilization study to develop a plan to address stream bank erosion issues along a one mile stretch of urban stream in Ankeny. The project included a significant public involvement process including one-on-one property owner interactions to ensure project acceptance and easement acquisition. The project is currently awaiting regulatory approvals with construction slated to begin in 2013. Close coordination with property owners will continue throughout construction.

*Tags: stream bank stabilization, grade control structure, easement acquisition, public involvement, water quality, regulatory permitting*

**Ankeny, Iowa**

#### Project Team:

Mark Land, P.E.  
Adam Bullerman, P.E.  
Dr. Ivo Lopez, Ph.D., P.E.

#### Estimated Project Cost:

\$1,900,000



**White Oak Conservation Area Sediment Basin, 2011**



The project involved the design and construction documents for a multi-cell sediment basin and wetland treatment system in the headwater area of a 20 acre lake. The lake is listed on the FY2004 Section 303d list of impaired waterbodies for algae and turbidity. The project was part of an overall plan to address these impairments which was partially funded by a WIRB grant.

*Tags: wetlands, nutrient removal, water quality, WIRB, impaired water body, 303d, regulatory permitting*

**Mahaska County, Iowa**

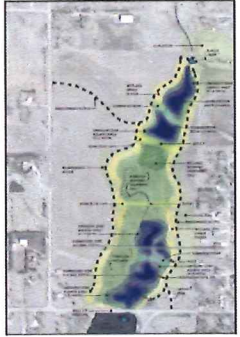
Project Team:

Adam Bullerman, P.E.  
Dr. Ivo Lopez, Ph.D., P.E.

Project Cost:

\$232,000

**Conceptual Design of Water Quality Improvements Upstream of McKinley Lake, 2011**



The project involved the conceptual design of water quality improvements upstream of the lake by integrating diverse habitats to create a multi-cell system that optimizes water quality treatment within the given site constraints. This conceptual layout provided a sustainable vision to implement improvements in phases according to partnerships and support for this community improvement.

*Tags: wetlands, nutrient removal, water quality, public involvement, recreation*

**Creston, Iowa**

Project Team:

Mark Land, P.E.  
Adam Bullerman, P.E.  
Dr. Ivo Lopez, Ph.D., P.E.  
Diane Goering

Estimated Project Cost:

\$1,700,000

**Orchard Ridge Stream Stabilization, 2011**



The project involved the preparation of a stream stabilization study to develop a plan to address stream bank erosion issues within the Orchard Ridge subdivision. Upon receipt of funding through the IJOBS program, work continued on the final design, easement acquisition and construction drawings. Close coordination with property owners continued throughout construction.

*Tags: stream bank stabilization, grade control structure, easement acquisition, public involvement, water quality, regulatory permitting, IJOBS*

**Norwalk, Iowa**

Project Team:

Mark Land, P.E.  
Dr. Ivo Lopez, Ph.D., P.E.

Project Cost:

\$525,000

**SE Tributary (B) to Fourmile Creek Stream Stabilization, 2011**



The project involved the preparation of a stream stabilization study to develop a plan to address stream bank erosion issues along a 0.25 mile stretch of urban stream in Ankeny. The project included a significant public involvement process including one-on-one property owner interactions to ensure project acceptance and easement acquisition. Close coordination with property owners continued throughout construction.

**Ankeny, Iowa**

Project Team:

Mark Land, P.E.  
Adam Bullerman, P.E.  
Dr. Ivo Lopez, Ph.D., P.E.

Project Cost:

\$410,000

*Tags: stream bank stabilization, grade control structure, easement acquisition, public involvement, water quality, regulatory permitting, WIRB, IJOBS*

**Stormwater Management Study**

**Iowa Army National Guard – Camp Dodge, 2011**



The project included a comprehensive stormwater study of the cantonment area to address flooding encountered in 2008 and 2010 due to heavy rainfall. Flooding severity and risk to infrastructure were evaluated and used to assign priorities and develop a construction sequencing plan. Future development north of the existing cantonment area was also studied to ensure sustainable growth.

**Johnston, Iowa**

Project Team:

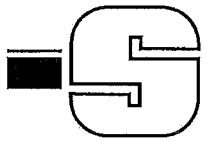
Mark Land, P.E.  
Adam Bullerman, P.E.  
Diane Goering

Estimated Project Cost:

\$4,100,000

*Tags: storm sewer, outlet stabilization, modeling,*





**ENGINEERS & PLANNERS**  
**SNYDER & ASSOCIATES, INC.**  
IOWA | MISSOURI | NEBRASKA | SOUTH DAKOTA | WISCONSIN

October 12, 2016

Mr. Ryan Waller  
City Manager  
City of Indianola  
110 N 1<sup>st</sup> Street  
Indianola, IA 50125

RE: REQUEST FOR QUALIFICATIONS FOR MUNICIPAL ENGINEERING SERVICES  
CITY OF INDIANOLA  
ADDITIONAL INFORMATION

Dear Mr. Waller:

Per your request, Snyder & Associates, Inc. is pleased to submit additional information detailing fee structure for professional engineering services for the City of Indianola.

As we discussed in our proposal, Snyder & Associates, Inc. is flexible in developing specific approach customized to the needs of the community.

Based on further understanding, we would propose the following approach.

We are comfortable working under a Master Services Agreement with subsequent work assignments. Our current understanding is there are five key items that the City desires to move forward with, including:

1. Capital street improvements for 2017 – approximately \$380,000 budget
2. Pavement condition system implementation
3. Drainage improvements master plan
4. On-call engineering for special projects and issues
5. Subdivision plat and site plan review

***Item 1 – Capital Street Improvements***

These improvements would be considered a single project with a lump sum fee negotiated before the scope of work. Based on our current understanding, a fee budget of \$36,000 is appropriate.

***Item 2 – Pavement Condition System***

The pavement condition system implementation is an ongoing work assignment that would take five years to fully develop. We would suggest an annual budget of \$10,000 to \$12,000 to develop the system over time.

***Item 3 – Drainage Improvements Master Plan***

The Drainage Improvements Master Plan should also be thought of as a system development project and would take three years to develop with an annual budget of \$7,000 - \$9,000.

***Item 4 – On-Call Engineering***

On-call engineering is difficult to predict however, in our experience in other communities, about 10 hours per week is a reasonable estimate. The level of complexity is also difficult to predict so we would offer to provide the first 40 hours of effort for any given month at a fixed hourly rate of \$60/hr (\$2,400 monthly). Snyder & Associates, Inc. would notify the City if effort in a given month exceeds the 40-hour limit, and agree on the appropriate staff assignment and associated hourly rate.

***Item 5 – Subdivision Plat and Site Plan Review***

Subdivision plat and site plan review for a growth oriented community can be set based on the size and type of submittal for your consideration for future policy development. This approach has been successful and motivates the developer to comply with City requirements and address comments expeditiously. Enclosed is a draft of what a site plan review cost schedule might look like in the meantime. Snyder & Associates, Inc. would provide effort requested to enforce City ordinance and requirements as on-call engineering.

Thank you for the opportunity to clarify our proposed approach to professional fees and the structure of the agreement. If you have any questions or need additional information please do not hesitate to call.

Respectfully,

SNYDER & ASSOCIATES, INC.



David N. Moeller, P.E.  
President

DNM/vmf

Enclosures

## CITY OF INDIANOLA IOWA: SITE PLAN / RESIDENTIAL SUBDIVISIONS

## SNYDER &amp; ASSOCIATES, INC. REVIEW COSTS

October 11, 2016

Review costs include: review, written comments, and attendance to one council or P&amp;Z meeting.

Additional project-related meetings, Development Agreements, rezoning or other special items will be billed on at hourly basis.

Site Plan/Master Plan Review Fees:	0 - 1.0 acre	1.1 - 2.5 acre	2.6 - 5.0 acre	5.1 - 10 acre
Submittal #1:	\$850	\$950	\$1,000	\$1,050
Submittal #2:	\$350	\$400	\$500	\$600
Sub #3 & Others:	\$300	\$300	\$300	\$300

Subdivision Review Fees:	1 - 10 Lots	11-20 Lots	21-30 Lots	31-50 Lots
Preliminary Plat Review Fees:				
Submittal #1:	\$700	\$800	\$900	\$1,000
Submittal #2:	\$350	\$350	\$350	\$400
Submittal #3:	\$250	\$250	\$250	\$250
Sub #4 & Others:	\$200	\$200	\$200	\$200
Construction Drawing Review Fees:				
Submittal #1:	\$900	\$1,200	\$1,500	\$2,200
Submittal #2:	\$500	\$600	\$750	\$1,100
Sub #3 & Others:	\$350	\$350	\$400	\$400
Final Plat Review Fees:				
Submittal #1:	\$550	\$650	\$800	\$900
Submittal #2:	\$250	\$300	\$300	\$300
Sub #3 & Others:	\$200	\$200	\$200	\$200

## Notes:

- Plans will be reviewed for general conformance to City Code and SUDAS based on the check lists for site plans, preliminary plat, construction drawings, and final plat. If the required submittal materials are not included, the plan will not be reviewed. Outlined costs represent total project review fees and not per lot review fees.
- Fees for PUD Master Plans, Site Plans greater than 10 acres and subdivisions greater than 50 lots will be on an hourly basis; a quote will be provided upon request at the time of the initial submittal.
- Review fees are based on all submittals being complete, based on the appropriate checklist being completed by the developer's engineer. All revised submittals shall include a response letter from the developer/engineer detailing how and where each comment has been addressed.
- Reviews do not include:
  - Planned Unit Developments
  - Major structural review (box culverts, bridges, etc.)
  - Complex hydraulic systems
  - Rezoning or Comprehensive Plans
  - Lot sizes greater than 100' in width (exclusive of corner lots)



**Meeting Date:** 10/17/2016

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**Information**

**Subject**

Resolution approving firefighter and law enforcement reimbursement agreements

**Information**

In your packet is the resolution approving the Firefighter and Law Enforcement Training Reimbursement Agreement. Firefighters include: Jason King, Mitchell Duver and Tyler Mark. Police officers are Demareo Darrah, Jennifer Williams and Sean Jones. The City provides funding for the training of probationary firefighters and police officers and in exchange for the training the probationary candidate has agreed to certain provisions as set out in the Firefighter and Law Enforcement Training Reimbursement Agreement (packet). Highlights of the agreement include:

- The probational candidate will attend the Indianola Fire Academy or Iowa Law Enforcement Academy
- The probationary fire candidate shall have a probationary period of twelve (12) months and the police employee will have a probationary period of nine (9) months following graduation from the academy
- In the event the probationary candidate does not successfully complete the training program, they shall be released from the City Fire Department or Police Department, and they shall reimburse the City the "Total Training Expenses" that the City incurred.
- In the event the probationary candidate voluntarily resigns from the City of Indianola Fire Department or Police Department without having served for at least four year but has otherwise complied with the terms of this agreement, they shall reimburse the City for the Total Training Expenses incurred per the following scheduled:
  - Less than 12 months - 100% of Total Training Expense
  - After 12 months but fewer than 24 months - 75% of Total Training Expense
  - After 24 months but fewer than 36 months - 50% of Total Training Expense
  - After 36 months but fewer than 48 months - 25% of Total Training Expense
  - After 48 months - 0% of Total Training Expense

Roll call is in order.

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**Fiscal Impact**

**Attachments**

Resolution

Tyler Mark Agreement

Jason King Agreement

Mitchell Duver Agreement

Demareo Darrah Agreement

Jennifer Williams Agreement

Sean Jones Agreement

---

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING FIREFIGHTER OR LAW ENFORCEMENT  
TRAINING REIMBURSEMENT AGREEMENTS**

**WHEREAS**, the City of Indianola provides funding for the training of its probationary candidates for EMT/firefighters and Police Officers; and

**WHEREAS**, in exchange for the training the probationary candidate agrees to certain provisions as set out in the Firefighter and Law Enforcement Training Reimbursement Agreement (hereinafter “the Agreement”); and

**WHEREAS**, it is the determination of the City Council that the City should enter into the Agreements with each individual shown on the Agreements attached as Exhibits “A”.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa, that:

1. The attached Firefighter and Law Enforcement Training Reimbursement Agreements are in the best interest of the citizens of the City of Indianola and are hereby approved.
2. The Mayor is authorized and directed to execute the Agreements on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

**PASSED** this 17<sup>th</sup> day of October 2016.

\_\_\_\_\_  
Kelly B. Shaw, Mayor

**ATTEST:**

\_\_\_\_\_  
Diana Bowlin, City Clerk



## Indianola Fire Training Reimbursement Agreement

### AGREEMENT

This agreement is entered into by the City of Indianola, Iowa ("City") and Tyler Mark, ("Probationary Candidate") on the 15 day of August 2016.

The intent of this agreement is to provide for the training of Probationary Candidate as an EMT/firefighter, and to specify the consideration that Probationary Candidate provide the City in return for the training. It shall not be construed in any way as an employment agreement.

1. **Training.** The City and Probationary Candidate agree that Probationary Candidate will attend the Indianola Fire Academy and Emergency Medical Technician Training ("Academy") to receive certifications as a Firefighter II, Hazardous materials- operations level, State Emergency Medical Technician in accordance with the Academy's and City's training requirements. The training at the Academy is scheduled to begin on August 16, 2016. The City shall pay Probationary Candidate's "Total Training Expenses" as defined in this Agreement, provided that Probationary Candidate shall be required to document by signed and dated attendance sheets all time spent in training sessions or training related activities. Probationary Candidate shall be required to submit any attendance sheets and claim forms to the City within twenty (20) days of any time worked or expenses incurred by Probationary Candidate.
2. **Work Required.** Probationary Candidate may, at City's option, be required to serve as a paid-on-call EMT/firefighter for the City of Indianola Fire Department while attending the training program, and may be required to respond on emergency's only after they have completed and successfully passed the Firefighter I curriculum. Probationary Candidate may operate emergency equipment, assist in overhaul at emergency scenes, perform clerical tasks, or do other duties as assigned by the Fire Chief or the Chief's designee. The hours expended by Probationary Candidate in attendance at the training course and service to the fire department shall be subject to the same limitations as outlined in this document.
3. **Probationary Period.** Probationary Candidate shall have a probationary period of twelve (12) months.
4. **Post Training Work.** Probationary Candidate shall serve as a paid-on-call EMT/firefighter of the City after graduation from the Indianola Fire Academy and after meeting all criteria to receive proper certifications.
5. **Work Duration Required.** In consideration of the City's payment of Probationary Candidate "Total Training Expenses" as hereafter defined, Probationary Candidate agrees to be a paid-on-call EMT/firefighter for the City for a period of at least four (4) years from the date when Probationary Candidate graduates from the Indianola Fire Academy and has met all criteria needed to receive certifications.
6. **Failure to Complete Training – Reimbursement.** In the event Probationary Candidate does not successfully complete the training program, Probationary Candidate shall be released from the City Fire Department, and Probationary Candidate shall reimburse the City the "Total Training Expenses" that the City incurred in accordance with the terms set forth.
7. **Voluntary Resignation – Reimbursement.** In the event Probationary Candidate voluntarily resigns from the City of Indianola Fire Department without having served as a paid-on-call EMT/firefighter for at least forty-eight (48) full months but has otherwise complied with the terms of this agreement, Probationary Candidate shall reimburse the City for the Total Training Expenses incurred per the following schedule:

- a. The amount of reimbursement shall be determined as follows:
  - i. If a Probationary Candidate resigns less than twelve (12) full months following completion of approved training, Probationary Candidate will owe the City one hundred percent (100%) of the Total Training Expenses;
  - ii. If a Probationary Candidate resigns after twelve (12) full months but fewer than twenty-four (24) full months after completion of approved training, Probationary Candidate will owe the City seventy-five percent (75%) of the Total Training Expenses;
  - iii. If a Probationary Candidate resigns after twenty-four (24) full months but fewer than thirty-six (36) full months after completion of the approved training, Probationary Candidate will owe the City fifty percent (50%) of the Total Training Expenses;
  - iv. If a Probationary Candidate resigns after thirty-six (36) full months but fewer than forty-eight (48) full months after completion of the approved training, Probationary Candidate will owe the City twenty-five percent (25%) of the Total Training Expenses; and
  - v. If a Probationary Candidate resigns after forty-eight (48) full months after completion of the approved training, Probationary Candidate will owe the City zero percent (0%) of the Total Training Expenses.
8. **Dismissal – Reimbursement.** If Probationary Candidate is dismissed during the probationary period, is dismissed before serving as a paid-on-call EMT/firefighter for at least thirty-six (36) full months, or otherwise fails to comply with the terms of this Agreement, Probationary Candidate shall reimburse the City for one hundred percent (100%) of the Total Training Expenses incurred.
9. **Reduction in Force – Reimbursement.** If Probationary Candidate is dismissed due to a reduction in force by the City, Probationary Candidate shall not be required to reimburse the City for any of the Total Training Expenses.
10. **Completion of Required Service.** If Probationary Candidate completes four years of service with the City as a paid-on-call EMT/firefighter after graduation from Academy, Probationary Candidate shall be relieved of all obligations to reimburse the City for training expenses under this Agreement.

**Total Training Expenses.** An estimate of the costs of the “Total Training Expenses” as of 2016 is six thousand dollars (\$6,000). However, “Total Training Expenses” will be based on the actual cost incurred by the City—except that Probationary Candidate will not be responsible for reimbursing the City for any wages paid to Probationary Candidate for performing services such as overhaul at fire scene, filing, special events, or other work assigned by the City. Probationary candidate agrees that the following enumerated expenses that are incurred by the City, or that are incurred by Probationary Candidate and reimbursed by the City shall constitute the “Total Training Expenses” subject to Employee reimbursement under this Agreement:

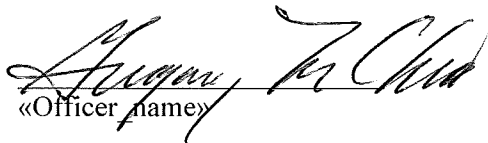
- a. The City’s costs and expenses, including Probationary Candidate’s salary, incurred while Probationary Candidate attends the Academy;
  - b. The City’s costs and expenses for tuition and fees paid to the educational facility utilized for training;
  - c. The City’s expenses of paying or reimbursing Probationary Candidate’s clothing vendor costs and uniform/equipment costs; and/or
  - d. Any other unexpected costs and expenses the City may incur as a result of Probationary Candidate’s training.
11. **Limitation of Reimbursement Obligation.** Probationary Candidate and City agree that this Agreement is subject to applicable provisions of state and federal law.

12. **Repayment of Expenses.** Unless otherwise agreed upon in writing between the City and Probationary Candidate, any amount due by Probationary Candidate pursuant to this Agreement shall be paid in full within thirty (30) days of voluntary resignation or termination of Probationary Candidate. Failure to make such a payment in full within thirty (30) days, may result in the City taking any legal action as allowed by law against Probationary Candidate.
13. **Death of Probationary Candidate.** If Probationary Candidate is killed or permanently and totally disabled as defined by the Iowa Code, or dies of any cause not related to Probationary Candidate's work for the City, Probationary Candidate and/or his/her estate shall be relieved of all obligation to reimburse the City under this Agreement.
14. **Amendment or Cancellation.** This agreement may be amended or canceled only upon written agreement of both the City and Probationary Candidate signed by both parties.
15. **Residence.** Probationary Candidate shall notify the City of Probationary Candidate's place of residence while in the employment of the City and/or until such time as the Total Training Expenses are paid and satisfied in full.
16. **DHS.** If reimbursement is not made in accordance with this Agreement, Probationary Candidate understands that the City may at its option send delinquent account to be recovered through the Iowa Income Offset Program, (State DHS).
17. **Contest.** To contest any adverse employment action, which triggers the reimbursement obligation, or to contest the required reimbursement amount calculated by the City, Probationary Candidate agrees to initiate any such proceedings within thirty (30) days of the City's demand for reimbursement.
18. **Purpose of Agreement.** This agreement is for the purpose of Probationary Candidate's bona fide service as an EMT/Firefighter and not for the purpose of achieving certification for Probationary Candidate by the way of "sponsorship" through the Academy.
19. **Severability.** In the event that one or more of the provisions of the Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect the remaining provisions of the Agreement, and they shall remain in full force and effect.

Executed this 10 day of October 2016.

City of Indianola, Iowa

By: \_\_\_\_\_  
Ryan Waller, City Manager

  
«Officer name»

TEM  
10/11/16



## Indianola Fire Training Reimbursement Agreement

### AGREEMENT

This agreement is entered into by the City of Indianola, Iowa ("City") and Jason King, ("Probationary Candidate") on the 15 day of August 2016.

The intent of this agreement is to provide for the training of Probationary Candidate as an EMT/firefighter, and to specify the consideration that Probationary Candidate provide the City in return for the training. It shall not be construed in any way as an employment agreement.

1. **Training.** The City and Probationary Candidate agree that Probationary Candidate will attend the Indianola Fire Academy and Emergency Medical Technician Training ("Academy") to receive certifications as a Firefighter II, Hazardous materials- operations level, State Emergency Medical Technician in accordance with the Academy's and City's training requirements. The training at the Academy is scheduled to begin on August 16, 2016. The City shall pay Probationary Candidate's "Total Training Expenses" as defined in this Agreement, provided that Probationary Candidate shall be required to document by signed and dated attendance sheets all time spent in training sessions or training related activities. Probationary Candidate shall be required to submit any attendance sheets and claim forms to the City within twenty (20) days of any time worked or expenses incurred by Probationary Candidate.
2. **Work Required.** Probationary Candidate may, at City's option, be required to serve as a paid-on-call EMT/firefighter for the City of Indianola Fire Department while attending the training program, and may be required to respond on emergency's only after they have completed and successfully passed the Firefighter I curriculum. Probationary Candidate may operate emergency equipment, assist in overhaul at emergency scenes, perform clerical tasks, or do other duties as assigned by the Fire Chief or the Chief's designee. The hours expended by Probationary Candidate in attendance at the training course and service to the fire department shall be subject to the same limitations as outlined in this document.
3. **Probationary Period.** Probationary Candidate shall have a probationary period of twelve (12) months.
4. **Post Training Work.** Probationary Candidate shall serve as a paid-on-call EMT/firefighter of the City after graduation from the Indianola Fire Academy and after meeting all criteria to receive proper certifications.
5. **Work Duration Required.** In consideration of the City's payment of Probationary Candidate "Total Training Expenses" as hereafter defined, Probationary Candidate agrees to be a paid-on-call EMT/firefighter for the City for a period of at least four (4) years from the date when Probationary Candidate graduates from the Indianola Fire Academy and has met all criteria needed to receive certifications.
6. **Failure to Complete Training – Reimbursement.** In the event Probationary Candidate does not successfully complete the training program, Probationary Candidate shall be released from the City Fire Department, and Probationary Candidate shall reimburse the City the "Total Training Expenses" that the City incurred in accordance with the terms set forth.
7. **Voluntary Resignation – Reimbursement.** In the event Probationary Candidate voluntarily resigns from the City of Indianola Fire Department without having served as a paid-on-call EMT/firefighter for at least forty-eight (48) full months but has otherwise complied with the terms of this agreement, Probationary Candidate shall reimburse the City for the Total Training Expenses incurred per the following schedule:

- a. The amount of reimbursement shall be determined as follows:
  - i. If a Probationary Candidate resigns less than twelve (12) full months following completion of approved training, Probationary Candidate will owe the City one hundred percent (100%) of the Total Training Expenses;
  - ii. If a Probationary Candidate resigns after twelve (12) full months but fewer than twenty-four (24) full months after completion of approved training, Probationary Candidate will owe the City seventy-five percent (75%) of the Total Training Expenses;
  - iii. If a Probationary Candidate resigns after twenty-four (24) full months but fewer than thirty-six (36) full months after completion of the approved training, Probationary Candidate will owe the City fifty percent (50%) of the Total Training Expenses;
  - iv. If a Probationary Candidate resigns after thirty-six (36) full months but fewer than forty-eight (48) full months after completion of the approved training, Probationary Candidate will owe the City twenty-five percent (25%) of the Total Training Expenses; and
  - v. If a Probationary Candidate resigns after forty-eight (48) full months after completion of the approved training, Probationary Candidate will owe the City zero percent (0%) of the Total Training Expenses.
8. **Dismissal – Reimbursement.** If Probationary Candidate is dismissed during the probationary period, is dismissed before serving as a paid-on-call EMT/firefighter for at least thirty-six (36) full months, or otherwise fails to comply with the terms of this Agreement, Probationary Candidate shall reimburse the City for one hundred percent (100%) of the Total Training Expenses incurred.
9. **Reduction in Force – Reimbursement.** If Probationary Candidate is dismissed due to a reduction in force by the City, Probationary Candidate shall not be required to reimburse the City for any of the Total Training Expenses.
10. **Completion of Required Service.** If Probationary Candidate completes four years of service with the City as a paid-on-call EMT/firefighter after graduation from Academy, Probationary Candidate shall be relieved of all obligations to reimburse the City for training expenses under this Agreement.

**Total Training Expenses.** An estimate of the costs of the “Total Training Expenses” as of 2016 is eight thousand nine hundred dollars (\$8,900). However, “Total Training Expenses” will be based on the actual cost incurred by the City—except that Probationary Candidate will not be responsible for reimbursing the City for any wages paid to Probationary Candidate for performing services such as overhaul at fire scene, filing, special events, or other work assigned by the City. Probationary candidate agrees that the following enumerated expenses that are incurred by the City, or that are incurred by Probationary Candidate and reimbursed by the City shall constitute the “Total Training Expenses” subject to Employee reimbursement under this Agreement:

- a. The City’s costs and expenses, including Probationary Candidate’s salary, incurred while Probationary Candidate attends the Academy;
  - b. The City’s costs and expenses for tuition and fees paid to the educational facility utilized for training;
  - c. The City’s expenses of paying or reimbursing Probationary Candidate’s clothing vendor costs and uniform/equipment costs; and/or
  - d. Any other unexpected costs and expenses the City may incur as a result of Probationary Candidate’s training.
11. **Limitation of Reimbursement Obligation.** Probationary Candidate and City agree that this Agreement is subject to applicable provisions of state and federal law.

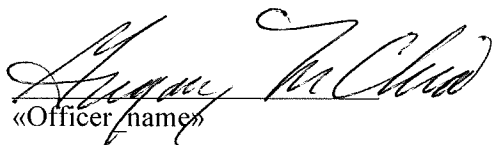


12. **Repayment of Expenses.** Unless otherwise agreed upon in writing between the City and Probationary Candidate, any amount due by Probationary Candidate pursuant to this Agreement shall be paid in full within thirty (30) days of voluntary resignation or termination of Probationary Candidate. Failure to make such a payment in full within thirty (30) days, may result in the City taking any legal action as allowed by law against Probationary Candidate.
13. **Death of Probationary Candidate.** If Probationary Candidate is killed or permanently and totally disabled as defined by the Iowa Code, or dies of any cause not related to Probationary Candidate's work for the City, Probationary Candidate and/or his/her estate shall be relieved of all obligation to reimburse the City under this Agreement.
14. **Amendment or Cancellation.** This agreement may be amended or canceled only upon written agreement of both the City and Probationary Candidate signed by both parties.
15. **Residence.** Probationary Candidate shall notify the City of Probationary Candidate's place of residence while in the employment of the City and/or until such time as the Total Training Expenses are paid and satisfied in full.
16. **DHS.** If reimbursement is not made in accordance with this Agreement, Probationary Candidate understands that the City may at its option send delinquent account to be recovered through the Iowa Income Offset Program, (State DHS).
17. **Contest.** To contest any adverse employment action, which triggers the reimbursement obligation, or to contest the required reimbursement amount calculated by the City, Probationary Candidate agrees to initiate any such proceedings within thirty (30) days of the City's demand for reimbursement.
18. **Purpose of Agreement.** This agreement is for the purpose of Probationary Candidate's bona fide service as an EMT/Firefighter and not for the purpose of achieving certification for Probationary Candidate by the way of "sponsorship" through the Academy.
19. **Severability.** In the event that one or more of the provisions of the Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect the remaining provisions of the Agreement, and they shall remain in full force and effect.

Executed this 10 day of October, 2016.

City of Indianola, Iowa

By: \_\_\_\_\_  
Ryan Waller, City Manager

  
«Officer name»



## Indianola Fire Training Reimbursement Agreement

### AGREEMENT

This agreement is entered into by the City of Indianola, Iowa ("City") and Mitchell Duver, ("Probationary Candidate") on the 15 day of August 2016.

The intent of this agreement is to provide for the training of Probationary Candidate as an EMT/firefighter, and to specify the consideration that Probationary Candidate provide the City in return for the training. It shall not be construed in any way as an employment agreement.

1. **Training.** The City and Probationary Candidate agree that Probationary Candidate will attend the Indianola Fire Academy and Emergency Medical Technician Training ("Academy") to receive certifications as a Firefighter II, Hazardous materials- operations level, State Emergency Medical Technician in accordance with the Academy's and City's training requirements. The training at the Academy is scheduled to begin on August 16, 2016. The City shall pay Probationary Candidate's "Total Training Expenses" as defined in this Agreement, provided that Probationary Candidate shall be required to document by signed and dated attendance sheets all time spent in training sessions or training related activities. Probationary Candidate shall be required to submit any attendance sheets and claim forms to the City within twenty (20) days of any time worked or expenses incurred by Probationary Candidate.
2. **Work Required.** Probationary Candidate may, at City's option, be required to serve as a paid-on-call EMT/firefighter for the City of Indianola Fire Department while attending the training program, and may be required to respond on emergency's only after they have completed and successfully passed the Firefighter I curriculum. Probationary Candidate may operate emergency equipment, assist in overhaul at emergency scenes, perform clerical tasks, or do other duties as assigned by the Fire Chief or the Chief's designee. The hours expended by Probationary Candidate in attendance at the training course and service to the fire department shall be subject to the same limitations as outlined in this document.
3. **Probationary Period.** Probationary Candidate shall have a probationary period of twelve (12) months.
4. **Post Training Work.** Probationary Candidate shall serve as a paid-on-call EMT/firefighter of the City after graduation from the Indianola Fire Academy and after meeting all criteria to receive proper certifications.
5. **Work Duration Required.** In consideration of the City's payment of Probationary Candidate "Total Training Expenses" as hereafter defined, Probationary Candidate agrees to be a paid-on-call EMT/firefighter for the City for a period of at least four (4) years from the date when Probationary Candidate graduates from the Indianola Fire Academy and has met all criteria needed to receive certifications.
6. **Failure to Complete Training – Reimbursement.** In the event Probationary Candidate does not successfully complete the training program, Probationary Candidate shall be released from the City Fire Department, and Probationary Candidate shall reimburse the City the "Total Training Expenses" that the City incurred in accordance with the terms set forth.
7. **Voluntary Resignation – Reimbursement.** In the event Probationary Candidate voluntarily resigns from the City of Indianola Fire Department without having served as a paid-on-call EMT/firefighter for at least forty-eight (48) full months but has otherwise complied with the terms of this agreement, Probationary Candidate shall reimburse the City for the Total Training Expenses incurred per the following schedule:

- a. The amount of reimbursement shall be determined as follows:
  - i. If a Probationary Candidate resigns less than twelve (12) full months following completion of approved training, Probationary Candidate will owe the City one hundred percent (100%) of the Total Training Expenses;
  - ii. If a Probationary Candidate resigns after twelve (12) full months but fewer than twenty-four (24) full months after completion of approved training, Probationary Candidate will owe the City seventy-five percent (75%) of the Total Training Expenses;
  - iii. If a Probationary Candidate resigns after twenty-four (24) full months but fewer than thirty-six (36) full months after completion of the approved training, Probationary Candidate will owe the City fifty percent (50%) of the Total Training Expenses;
  - iv. If a Probationary Candidate resigns after thirty-six (36) full months but fewer than forty-eight (48) full months after completion of the approved training, Probationary Candidate will owe the City twenty-five percent (25%) of the Total Training Expenses; and
  - v. If a Probationary Candidate resigns after forty-eight (48) full months after completion of the approved training, Probationary Candidate will owe the City zero percent (0%) of the Total Training Expenses.
8. **Dismissal – Reimbursement.** If Probationary Candidate is dismissed during the probationary period, is dismissed before serving as a paid-on-call EMT/firefighter for at least thirty-six (36) full months, or otherwise fails to comply with the terms of this Agreement, Probationary Candidate shall reimburse the City for one hundred percent (100%) of the Total Training Expenses incurred.
9. **Reduction in Force – Reimbursement.** If Probationary Candidate is dismissed due to a reduction in force by the City, Probationary Candidate shall not be required to reimburse the City for any of the Total Training Expenses.
10. **Completion of Required Service.** If Probationary Candidate completes four years of service with the City as a paid-on-call EMT/firefighter after graduation from Academy, Probationary Candidate shall be relieved of all obligations to reimburse the City for training expenses under this Agreement.

**Total Training Expenses.** An estimate of the costs of the “Total Training Expenses” as of 2016 is eight thousand nine hundred dollars (\$8,900). However, “Total Training Expenses” will be based on the actual cost incurred by the City—except that Probationary Candidate will not be responsible for reimbursing the City for any wages paid to Probationary Candidate for performing services such as overhaul at fire scene, filing, special events, or other work assigned by the City. Probationary candidate agrees that the following enumerated expenses that are incurred by the City, or that are incurred by Probationary Candidate and reimbursed by the City shall constitute the “Total Training Expenses” subject to Employee reimbursement under this Agreement:

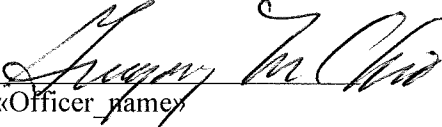
- a. The City’s costs and expenses, including Probationary Candidate’s salary, incurred while Probationary Candidate attends the Academy;
  - b. The City’s costs and expenses for tuition and fees paid to the educational facility utilized for training;
  - c. The City’s expenses of paying or reimbursing Probationary Candidate’s clothing vendor costs and uniform/equipment costs; and/or
  - d. Any other unexpected costs and expenses the City may incur as a result of Probationary Candidate’s training.
11. **Limitation of Reimbursement Obligation.** Probationary Candidate and City agree that this Agreement is subject to applicable provisions of state and federal law.


12. **Repayment of Expenses.** Unless otherwise agreed upon in writing between the City and Probationary Candidate, any amount due by Probationary Candidate pursuant to this Agreement shall be paid in full within thirty (30) days of voluntary resignation or termination of Probationary Candidate. Failure to make such a payment in full within thirty (30) days, may result in the City taking any legal action as allowed by law against Probationary Candidate.
13. **Death of Probationary Candidate.** If Probationary Candidate is killed or permanently and totally disabled as defined by the Iowa Code, or dies of any cause not related to Probationary Candidate's work for the City, Probationary Candidate and/or his/her estate shall be relieved of all obligation to reimburse the City under this Agreement.
14. **Amendment or Cancellation.** This agreement may be amended or canceled only upon written agreement of both the City and Probationary Candidate signed by both parties.
15. **Residence.** Probationary Candidate shall notify the City of Probationary Candidate's place of residence while in the employment of the City and/or until such time as the Total Training Expenses are paid and satisfied in full.
16. **DHS.** If reimbursement is not made in accordance with this Agreement, Probationary Candidate understands that the City may at its option send delinquent account to be recovered through the Iowa Income Offset Program, (State DHS).
17. **Contest.** To contest any adverse employment action, which triggers the reimbursement obligation, or to contest the required reimbursement amount calculated by the City, Probationary Candidate agrees to initiate any such proceedings within thirty (30) days of the City's demand for reimbursement.
18. **Purpose of Agreement.** This agreement is for the purpose of Probationary Candidate's bona fide service as an EMT/Firefighter and not for the purpose of achieving certification for Probationary Candidate by the way of "sponsorship" through the Academy.
19. **Severability.** In the event that one or more of the provisions of the Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect the remaining provisions of the Agreement, and they shall remain in full force and effect.

Executed this 10 day of October, 2016.

City of Indianola, Iowa

By: \_\_\_\_\_  
Ryan Waller, City Manager

  
«Officer\_name»

  
10-12-16





## Law Enforcement Training Reimbursement Agreement

### AGREEMENT

This agreement is entered into by the City of Indianola, Iowa ("City") and Demareo Darrah, ("Employee") on the 11 day of OCTOBER, 2016.

The intent of this agreement is to provide for the training of Demareo Darrah as a police officer, and to specify the consideration that Demareo Darrah provide the city in return for the training. It shall not be construed in any way as an employment agreement.

1. **Training.** The City and the Employee agree that the Employee will attend the Iowa Law Enforcement Academy at the expense of the City to receive certification as a Law Enforcement Officer in accordance with the Academy's training requirements. The training at the Academy is scheduled to begin on August 22, 2016. The City shall pay the Employee's "Total Training Expenses" as defined in this agreement, provided that Employee shall be required to document by signed and dated time sheets all time spent in training sessions or training related activities. Employee shall be required to submit such timesheets and claim forms to the City within 20 days of any time worked or expenses incurred by Employee.
2. **Work Required.** Employee may, at City's option, be required to work for the City of Indianola Police Department while attending the training program, and may be required to patrol, dispatch, operate computer system, perform clerical tasks, or do other duties as assigned by the Chief of Police or the Chief's designee. The hours expended by Employee in attendance at the training course and service to the police department shall be subject to the same limitations as outlined in this document.
3. **Probationary Period.** Employee shall have a probationary period of nine (9) months following graduation from the academy, as established in Iowa Code 400.8.
4. **Post Training Work.** Employee shall serve as a full-time police officer of the city after graduation from the Iowa Law Enforcement Academy and meeting all criteria needed to receive proper certification.
5. **Work Duration Required.** In consideration of the City's payment of Employee's "Total Training Expenses" as hereafter defined, Employee agrees to work for the City as a police officer for at least four (4) years from the date when the Employee graduates from the Iowa law Enforcement Academy and has met all criteria needed to receive certification.
6. **Failure to Complete Training – Reimbursement.** In the event the Employee does not successfully complete the training program, Employee shall be released from employment with the City, and Employee shall reimburse the City the "Total Training Expenses" that the City incurred in accordance with the terms set forth.
7. **Voluntary Resignation –Reimbursement.** In the event the Employee voluntarily resigns from the City of Indianola Police Department without having served as a certified police officer for at least four years but has otherwise complied with the terms of this agreement, the Employee shall reimburse the City for Total Training Expenses incurred per the following Schedule:

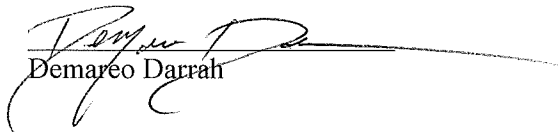
- a. The amount of reimbursement shall be determined as follows:
    - i. If an Employee resigns fewer than twelve (12) full months following completion of approved training, the Employee will owe the City one hundred percent (100%) of the Total Training Expenses;
    - ii. If an Employee resigns after twelve (12) full months but fewer than twenty-four (24) full months after completion of approved training, the Employee will owe the City seventy-five percent (75%) of the Total Training Expenses.
    - iii. If an Employee resigns after twenty-four (24) full months but fewer than thirty-six (36) full months after completion of the approved training, the Employee will owe the City fifty percent (50%) of the Total Training Expenses.
    - iv. If an Employee resigns after thirty-six (36) full months but fewer than forty-eight (48) full months after completion of the approved training, the Employee will owe the City twenty-five percent (25%) of the Total Training Expenses; and
    - v. If an Employee resigns after forty-eight (48) months after completion of the approved training, the Employee will owe the city zero percent (0%) of the Total Training Expenses.
8. **Dismissal from Employment – Reimbursement.** If the Employee is dismissed during the probationary period, is dismissed before serving as a certified officer for at least thirty-six (36) full months, or otherwise fails to comply with the terms of this Agreement, the Employee shall reimburse the City for one hundred percent (100%) of the Total Training Expenses incurred.
9. **Reduction in Force – Reimbursement.** If the Employee is dismissed due to a reduction in force by the City, Employee shall not be required to reimburse the City for any of the Total Training Expenses.
10. **Completion of Required Service.** If Employee completes four years of service with the City as a certified police officer, the Employee shall be relieved of all obligations to reimburse the City for training expenses under this Agreement.
11. **Total Training Expenses.** “Total Training Expenses” will be based on the actual cost incurred by the City – except that Employee will not be responsible for reimbursing the City for any wages paid to Employee for performing services such as dispatching, filing patrol work or other work assigned by the City. The Employee agrees that the following enumerated expenses incurred by the City, or those incurred by the Employee and reimbursed by the City shall constitute the “total Training Expenses” subject to Employee reimbursement under this Agreement:
  - a. The City’s costs and expenses, including Employee’s salary, incurred while Employee attends the Academy;
  - b. The City’s costs and expenses for tuition and fees paid to the Academy;
  - c. The City’s expenses of paying or reimbursing the Employee’s clothing vendor costs and uniform/equipment costs; and/or
  - d. Any other unexpected costs and expenses the City may incur as a result of Employee’s training.
12. **Limitation of Employee’s Reimbursement Obligation .** Employee and City agree that this Agreement is subject to applicable provisions of state and federal law.
13. **Repayment of Expenses.** Unless otherwise agreed upon in writing between the City and Employee, any amount due by Employee pursuant to this Agreement shall be paid in full within thirty (30) days of voluntary resignation or termination of Employee. Failure to make such a payment in full within thirty (30) days may result in the City taking any legal action as allowed by law against Employee.

14. **Death of Employee.** If the Employee is killed or permanently and totally disabled as defined by the Iowa Code, or dies of any cause not related to Employee's work for the City, Employee and/or Employee's estate shall be relieved of all obligation to reimburse the City under this Agreement.
15. **Amendment or Cancellation.** This agreement may be amended or canceled only upon agreement of both the City and the Employee, made in writing and signed by both parties.
16. **Residence.** Employee shall notify the City of the Employee's place of residence while in the employ of the City and/or until such time as the debt for Total Training Expenses is satisfied in full.
17. **DHS.** If reimbursement is not made in accordance with this Agreement, Employee understands the City may at its option send delinquent account to be recovered through the Iowa Income Offset Program, (State DHS).
18. **Contest.** To contest any adverse employment action, which triggers the reimbursement obligation, or to contest the required reimbursement amount calculated by the City, Employee agrees to initiate any such proceedings within thirty (30) days of the City's demand for reimbursement.
19. **Purpose of Agreement.** This agreement is for the purpose of Employee's bona fide employment and not for the purposes of achieving certification for the Employee by the way of "sponsorship" through the Academy.
20. **Severability.** In the event that one or more of the provisions of the Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect the remaining provisions of the Agreement, and they shall remain in full force and effect.

Executed this OCTOBER day of ~~September~~, 2016.

City of Indianola, Iowa

By: \_\_\_\_\_  
Ryan Waller, City Manager

  
Demareo Darrah



## Law Enforcement Training Reimbursement Agreement

### AGREEMENT

This agreement is entered into by the City of Indianola, Iowa ("City") and Jennifer Williams, ("Employee") on the 11 day of OCTOBER, 2016

The intent of this agreement is to provide for the training of Jennifer Williams as a police officer, and to specify the consideration that Jennifer Williams provide the city in return for the training. It shall not be construed in any way as an employment agreement.

1. **Training.** The City and the Employee agree that the Employee will attend the Iowa Law Enforcement Academy at the expense of the City to receive certification as a Law Enforcement Officer in accordance with the Academy's training requirements. The training at the Academy is scheduled to begin on August 22, 2016. The City shall pay the Employee's "Total Training Expenses" as defined in this agreement, provided that Employee shall be required to document by signed and dated time sheets all time spent in training sessions or training related activities. Employee shall be required to submit such timesheets and claim forms to the City within 20 days of any time worked or expenses incurred by Employee.
2. **Work Required.** Employee may, at City's option, be required to work for the City of Indianola Police Department while attending the training program, and may be required to patrol, dispatch, operate computer system, perform clerical tasks, or do other duties as assigned by the Chief of Police or the Chief's designee. The hours expended by Employee in attendance at the training course and service to the police department shall be subject to the same limitations as outlined in this document.
3. **Probationary Period.** Employee shall have a probationary period of nine (9) months following graduation from the academy, as established in Iowa Code 400.8.
4. **Post Training Work.** Employee shall serve as a full-time police officer of the city after graduation from the Iowa Law Enforcement Academy and meeting all criteria needed to receive proper certification.
5. **Work Duration Required.** In consideration of the City's payment of Employee's "Total Training Expenses" as hereafter defined, Employee agrees to work for the City as a police officer for at least four (4) years from the date when the Employee graduates from the Iowa law Enforcement Academy and has met all criteria needed to receive certification.
6. **Failure to Complete Training – Reimbursement.** In the event the Employee does not successfully complete the training program, Employee shall be released from employment with the City, and Employee shall reimburse the City the "Total Training Expenses" that the City incurred in accordance with the terms set forth.
7. **Voluntary Resignation –Reimbursement.** In the event the Employee voluntarily resigns from the City of Indianola Police Department without having served as a certified police officer for at least four years but has otherwise complied with the terms of this agreement, the Employee shall reimburse the City for Total Training Expenses incurred per the following Schedule:

- a. The amount of reimbursement shall be determined as follows:
    - i. If an Employee resigns fewer than twelve (12) full months following completion of approved training, the Employee will owe the City one hundred percent (100%) of the Total Training Expenses;
    - ii. If an Employee resigns after twelve (12) full months but fewer than twenty-four (24) full months after completion of approved training, the Employee will owe the City seventy-five percent (75%) of the Total Training Expenses.
    - iii. If an Employee resigns after twenty-four (24) full months but fewer than thirty-six (36) full months after completion of the approved training, the Employee will owe the City fifty percent (50%) of the Total Training Expenses.
    - iv. If an Employee resigns after thirty-six (36) full months but fewer than forty-eight (48) full months after completion of the approved training, the Employee will owe the City twenty-five percent (25%) of the Total Training Expenses; and
    - v. If an Employee resigns after forty-eight (48) months after completion of the approved training, the Employee will owe the city zero percent (0%) of the Total Training Expenses.
8. **Dismissal from Employment – Reimbursement.** If the Employee is dismissed during the probationary period, is dismissed before serving as a certified officer for at least thirty-six (36) full months, or otherwise fails to comply with the terms of this Agreement, the Employee shall reimburse the City for one hundred percent (100%) of the Total Training Expenses incurred.
9. **Reduction in Force – Reimbursement.** If the Employee is dismissed due to a reduction in force by the City, Employee shall not be required to reimburse the City for any of the Total Training Expenses.
10. **Completion of Required Service.** If Employee completes four years of service with the City as a certified police officer, the Employee shall be relieved of all obligations to reimburse the City for training expenses under this Agreement.
11. **Total Training Expenses.** “Total Training Expenses” will be based on the actual cost incurred by the City – except that Employee will not be responsible for reimbursing the City for any wages paid to Employee for performing services such as dispatching, filing patrol work or other work assigned by the City. The Employee agrees that the following enumerated expenses incurred by the City, or those incurred by the Employee and reimbursed by the City shall constitute the “total Training Expenses” subject to Employee reimbursement under this Agreement:
  - a. The City’s costs and expenses, including Employee’s salary, incurred while Employee attends the Academy;
  - b. The City’s costs and expenses for tuition and fees paid to the Academy;
  - c. The City’s expenses of paying or reimbursing the Employee’s clothing vendor costs and uniform/equipment costs; and/or
  - d. Any other unexpected costs and expenses the City may incur as a result of Employee’s training.
12. **Limitation of Employee’s Reimbursement Obligation .** Employee and City agree that this Agreement is subject to applicable provisions of state and federal law.
13. **Repayment of Expenses.** Unless otherwise agreed upon in writing between the City and Employee, any amount due by Employee pursuant to this Agreement shall be paid in full within thirty (30) days of voluntary resignation or termination of Employee. Failure to make such a payment in full within thirty (30) days may result in the City taking any legal action as allowed by law against Employee.



14. **Death of Employee.** If the Employee is killed or permanently and totally disabled as defined by the Iowa Code, or dies of any cause not related to Employee's work for the City, Employee and/or Employee's estate shall be relieved of all obligation to reimburse the City under this Agreement.
15. **Amendment or Cancellation.** This agreement may be amended or canceled only upon agreement of both the City and the Employee, made in writing and signed by both parties.
16. **Residence.** Employee shall notify the City of the Employee's place of residence while in the employ of the City and/or until such time as the debt for Total Training Expenses is satisfied in full.
17. **DHS.** If reimbursement is not made in accordance with this Agreement, Employee understands the City may at its option send delinquent account to be recovered through the Iowa Income Offset Program, (State DHS).
18. **Contest.** To contest any adverse employment action, which triggers the reimbursement obligation, or to contest the required reimbursement amount calculated by the City, Employee agrees to initiate any such proceedings within thirty (30) days of the City's demand for reimbursement.
19. **Purpose of Agreement.** This agreement is for the purpose of Employee's bona fide employment and not for the purposes of achieving certification for the Employee by the way of "sponsorship" through the Academy.
20. **Severability.** In the event that one or more of the provisions of the Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect the remaining provisions of the Agreement, and they shall remain in full force and effect.

Executed this 21 day of ~~September~~<sup>OCTOBER</sup>, 2016.

City of Indianola, Iowa

By: \_\_\_\_\_  
Ryan Waller, City Manager

  
Jennifer Williams



## Law Enforcement Training Reimbursement Agreement

### AGREEMENT

This agreement is entered into by the City of Indianola, Iowa ("City") and Sean Jones, ("Employee") on the 11 day of OCTOBER, 2016.

The intent of this agreement is to provide for the training of Sean Jones as a police officer, and to specify the consideration that Sean Jones provide the city in return for the training. It shall not be construed in any way as an employment agreement.

1. **Training.** The City and the Employee agree that the Employee will attend the Iowa Law Enforcement Academy at the expense of the City to receive certification as a Law Enforcement Officer in accordance with the Academy's training requirements. The training at the Academy is scheduled to begin on August 22, 2016. The City shall pay the Employee's "Total Training Expenses" as defined in this agreement, provided that Employee shall be required to document by signed and dated time sheets all time spent in training sessions or training related activities. Employee shall be required to submit such timesheets and claim forms to the City within 20 days of any time worked or expenses incurred by Employee.
2. **Work Required.** Employee may, at City's option, be required to work for the City of Indianola Police Department while attending the training program, and may be required to patrol, dispatch, operate computer system, perform clerical tasks, or do other duties as assigned by the Chief of Police or the Chief's designee. The hours expended by Employee in attendance at the training course and service to the police department shall be subject to the same limitations as outlined in this document.
3. **Probationary Period.** Employee shall have a probationary period of nine (9) months following graduation from the academy, as established in Iowa Code 400.8.
4. **Post Training Work.** Employee shall serve as a full-time police officer of the city after graduation from the Iowa Law Enforcement Academy and meeting all criteria needed to receive proper certification.
5. **Work Duration Required.** In consideration of the City's payment of Employee's "Total Training Expenses" as hereafter defined, Employee agrees to work for the City as a police officer for at least four (4) years from the date when the Employee graduates from the Iowa law Enforcement Academy and has met all criteria needed to receive certification.
6. **Failure to Complete Training – Reimbursement.** In the event the Employee does not successfully complete the training program, Employee shall be released from employment with the City, and Employee shall reimburse the City the "Total Training Expenses" that the City incurred in accordance with the terms set forth.
7. **Voluntary Resignation –Reimbursement.** In the event the Employee voluntarily resigns from the City of Indianola Police Department without having served as a certified police officer for at least four years but has otherwise complied with the terms of this agreement, the Employee shall reimburse the City for Total Training Expenses incurred per the following Schedule:

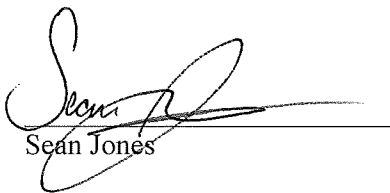
- a. The amount of reimbursement shall be determined as follows:
  - i. If an Employee resigns fewer than twelve (12) full months following completion of approved training, the Employee will owe the City one hundred percent (100%) of the Total Training Expenses;
  - ii. If an Employee resigns after twelve (12) full months but fewer than twenty-four (24) full months after completion of approved training, the Employee will owe the City seventy-five percent (75%) of the Total Training Expenses.
  - iii. If an Employee resigns after twenty-four (24) full months but fewer than thirty-six (36) full months after completion of the approved training, the Employee will owe the City fifty percent (50%) of the Total Training Expenses.
  - iv. If an Employee resigns after thirty-six (36) full months but fewer than forty-eight (48) full months after completion of the approved training, the Employee will owe the City twenty-five percent (25%) of the Total Training Expenses; and
  - v. If an Employee resigns after forty-eight (48) months after completion of the approved training, the Employee will owe the city zero percent (0%) of the Total Training Expenses.
8. **Dismissal from Employment – Reimbursement.** If the Employee is dismissed during the probationary period, is dismissed before serving as a certified officer for at least thirty-six (36) full months, or otherwise fails to comply with the terms of this Agreement, the Employee shall reimburse the City for one hundred percent (100%) of the Total Training Expenses incurred.
9. **Reduction in Force – Reimbursement.** If the Employee is dismissed due to a reduction in force by the City, Employee shall not be required to reimburse the City for any of the Total Training Expenses.
10. **Completion of Required Service.** If Employee completes four years of service with the City as a certified police officer, the Employee shall be relieved of all obligations to reimburse the City for training expenses under this Agreement.
11. **Total Training Expenses.** “Total Training Expenses” will be based on the actual cost incurred by the City – except that Employee will not be responsible for reimbursing the City for any wages paid to Employee for performing services such as dispatching, filing patrol work or other work assigned by the City. The Employee agrees that the following enumerated expenses incurred by the City, or those incurred by the Employee and reimbursed by the City shall constitute the “total Training Expenses” subject to Employee reimbursement under this Agreement:
  - a. The City’s costs and expenses, including Employee’s salary, incurred while Employee attends the Academy;
  - b. The City’s costs and expenses for tuition and fees paid to the Academy;
  - c. The City’s expenses of paying or reimbursing the Employee’s clothing vendor costs and uniform/equipment costs; and/or
  - d. Any other unexpected costs and expenses the City may incur as a result of Employee’s training.
12. **Limitation of Employee’s Reimbursement Obligation .** Employee and City agree that this Agreement is subject to applicable provisions of state and federal law.
13. **Repayment of Expenses.** Unless otherwise agreed upon in writing between the City and Employee, any amount due by Employee pursuant to this Agreement shall be paid in full within thirty (30) days of voluntary resignation or termination of Employee. Failure to make such a payment in full within thirty (30) days may result in the City taking any legal action as allowed by law against Employee.

14. **Death of Employee.** If the Employee is killed or permanently and totally disabled as defined by the Iowa Code, or dies of any cause not related to Employee's work for the City, Employee and/or Employee's estate shall be relieved of all obligation to reimburse the City under this Agreement.
15. **Amendment or Cancellation.** This agreement may be amended or canceled only upon agreement of both the City and the Employee, made in writing and signed by both parties.
16. **Residence.** Employee shall notify the City of the Employee's place of residence while in the employ of the City and/or until such time as the debt for Total Training Expenses is satisfied in full.
17. **DHS.** If reimbursement is not made in accordance with this Agreement, Employee understands the City may at its option send delinquent account to be recovered through the Iowa Income Offset Program, (State DHS).
18. **Contest.** To contest any adverse employment action, which triggers the reimbursement obligation, or to contest the required reimbursement amount calculated by the City, Employee agrees to initiate any such proceedings within thirty (30) days of the City's demand for reimbursement.
19. **Purpose of Agreement.** This agreement is for the purpose of Employee's bona fide employment and not for the purposes of achieving certification for the Employee by the way of "sponsorship" through the Academy.
20. **Severability.** In the event that one or more of the provisions of the Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect the remaining provisions of the Agreement, and they shall remain in full force and effect.

Executed this OCTOBER 11 day of ~~September~~, 2016.

City of Indianola, Iowa

By: \_\_\_\_\_  
Ryan Waller, City Manager

  
Sean Jones





**Meeting Date:** 10/17/2016

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**Information**

**Subject**

Resolution authorizing an agreement with Kabel Business Services of West Des Moines, Iowa for FSA (Flexible Spending Account) Services

**Information**

In your packet is the resolution approving an agreement with Kabel Business Services for our FSA (Flexible Spending Account) services. This is part of the benefit package and is currently offered by UMR. The insurance broker got pricing and by going with Kabel will save approximately \$300 annually. Kabel currently provides the City's HRA benefit.

Roll call is in order.

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**Fiscal Impact**

**Attachments**

Resolution

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**RESOLUTION NO. 2016-**

**RESOLUTION AUTHORIZING AN AGREEMENT WITH KABEL  
BUSINESS SERVICES OF WEST DES MOINES, IOWA FOR FSA  
(FLEXIBLE SPENDING ACCOUNT) SERVICES**

**WHEREAS**, the City Indianola, Iowa, offers a comprehensive benefits package, which includes a flexible spending account; and

**WHEREAS**, working through its insurance broker, the City of Indianola, Iowa, received proposals for this service; and

**WHEREAS**, after review of the proposals it is recommended that the City Council authorize an agreement with Kabel Business Services to provide flexible spending account services for City employees.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa, that:

1. The Mayor is authorized and directed to execute necessary documents with Kabel Business Services and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

**PASSED** this 17th day of October 2016.

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Kelly B. Shaw, Mayor

**ATTEST:**

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Diana Bowlin, City Clerk

**Meeting Date:** 10/17/2016

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**Information**

**Subject**

Resolution approving salaries

**Information**

This action sets salaries per the personnel management guide, union contract and seasonal salaries:

Robert Soukup, Firefighter/Paramedic, from FF-4 \$55,748/year to FF-5 \$58,521/year effective July 10, 2016

Brian Sher, Captain, from CE 12.5-3 \$83,548/year to CE 12.5-4 \$86,155/year effective November 13, 2016

Tyler Smith, from Light Equipment Operator to Medium Equipment Operator-Street Department, from Range 19-3 \$43,443/year to Range 21-2 \$45,670/year effective October 16, 2016

Tyler Mark, Probationary Firefighter, \$10.00/hour effective August 15, 2016

Mitchell Duver, Probationary Firefighter, \$10.00/hour effective August 15, 2016

Jason King, Probationary Firefighter, \$10.00/hour effective August 15, 2016

Michael Dale, Probationary Firefighter, \$10.00/hour effective August 15, 2016

Roll call is in order.

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**Fiscal Impact**

**Attachments**

Robert Soukup Step Increase

Brian Sher Step Increase

Memo

Resolution

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## RECOMMENDATION FOR WITHIN GRADE INCREASE

OK

This is to note that Robert Soukup will complete the appropriate waiting period for creditable service to salary class/range FF 5 on 7/10/2016 to be reflected in hourly rate on pay date 7/29/2016.

\$58,521  
Annual

\$21.234  
Hourly

OK num

X Includes Longevity

Does Not Include Longevity

### Evaluation

A finding of satisfactory service and a recommendation to advance salary class/range and step on the effective date as listed above has been made. The written Performance Evaluation has been completed and forwarded to the Human Resource Office for placement in the employee's personnel file.

  
Supervisor Signature

9-1-16  
Date

  
Manager Signature

10-5-16  
Date

### Employment Information

Date of Hire: 1/6/2011

Present Class/Range: FF4

Present Salary: \$55,748

X Includes Longevity

Does Not Include Longevity

Eligibility Date for Next Advance: 7/9/2017

### City Council or Board of Trustee

Action Approved:

Disapproved:

Date:

## RECOMMENDATION FOR WITHIN GRADE INCREASE

This is to note that Brian Sher, Captain will complete the appropriate waiting period for creditable service to salary class/range CE 12.5-4 on 11/13/16 to be reflected in hourly rate on pay date ~~December 2, 2016.~~

~~XXXXXXXXXX~~  
\$86,155  
Annual

\$41.421  
Hourly

Includes Longevity

☒ Does Not Include Longevity

OK num

### Evaluation

A finding of satisfactory service and a recommendation to advance salary class/range and step on the effective date as listed above has been made. The written Performance Evaluation has been completed and forwarded to the Human Resource Office for placement in the employee's personnel file.

Supervisor Signature

9/9/16  
Date

Manager Signature

10.6.16  
Date

### Employment Information

Date of Hire: 9/15/94

Present Class/Range: CE 12.5-3

Present Salary: \$83,548

Includes Longevity ☒ Does Not Include Longevity

Eligibility Date for Next Advance: 12/9/18

### City Council or Board of Trustee

Action Approved:

Disapproved:

Date:

# Memo

**TO: Mayor Kelly Shaw and Council**  
**CC: City Manager Ryan Waller**  
**FROM: Gregory M Chia**  
**DATE: 10-13-2016**  
**RE: Hiring Probationary Firefighter's**

The following individuals are probationary firefighters attending the fire academy. I am requesting permission from the City Council, Mayor Kelly Shaw and City Manager Ryan Waller that they be added to the fire departments payroll. An additional agreement will be submitted to Council and Mayor outlining the requirements as probationary firefighters.

Tyler Mark, Probationary Firefighter, Pay Scale-\$10.00/hourly

Mitchell Duver, Probationary Firefighter, Pay Scale-\$10.00/hourly

Jason King, Probationary Firefighter, Pay Scale-\$10.00/hourly

Michael Dale, Probationary Firefighter, Pay Scale-\$10.00/hourly

Start Date: 08-15-2016

Questions on these individuals or qualifications, please contact me.

Thank You

Gregory M Chia

RESOLUTION 2016-\_\_\_\_\_  
APPROVING SALARIES

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF INDIANOLA, IOWA:

Robert Soukup, Firefighter/Paramedic, from FF-4 \$55,748/year to FF-5 \$58,521/year effective July 10, 2016

Brian Sher, Captain, from CE 12.5-3 \$83,548/year to CE 12.5-4 \$86,155/year effective November 13, 2016

Tyler Smith, from Light Equipment Operator to Medium Equipment Operator-Street Department, from Range 19-3 \$43,443/year to Range 21-2 \$45,670/year effective October 16, 2016

Tyler Mark, Probationary Firefighter, \$10.00/hour effective August 15, 2016

Mitchell Duver, Probationary Firefighter, \$10.00/hour effective August 15, 2016

Jason King, Probationary Firefighter, \$10.00/hour effective August 15, 2016

Michael Dale, Probationary Firefighter, \$10.00/hour effective August 15, 2016

Passed and approved on the 17th day of October, 2016.

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Kelly B. Shaw, Mayor

ATTEST:

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Diana Bowlin, City Clerk



**Meeting Date:** 10/17/2016

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**Information**

**Subject**

Motion to go into closed Session in accordance with Iowa Code Section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation

**Information**

Roll call to go into closed session is in order.

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**Fiscal Impact**

**Attachments**

*No file(s) attached.*

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